



TWO RIVERS PUBLIC CHARTER SCHOOL

A Crew Approach to Health and Safety



Updated on August 26, 2021

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*This document will be updated as new information, activities, and guidance become available.

Two Rivers Network Commitments



Two Rivers is very concerned about the safety of our students, staff, and families and will continue to closely monitor and follow local and national health guidance. Based on current guidance from DC Health and the Office of the State Superintendent for Education, we commit to:

Mandate staff vaccination (exceptions apply)

All staff of Two Rivers are required to be vaccinated for COVID-19 or submit to weekly testing. (There are exceptions due to medical reasons or strongly held religious beliefs.)

Update our facilities and ready our classrooms

Our commitment starts with ensuring that our buildings and spaces are set up to minimize the exchange of droplets in the air and maximize consistent spacing between individuals.

- **Improved ventilation:** Two Rivers has taken several steps to ensure adequate ventilation in our buildings based on a study by an outside consultant. First, in order to increase air circulation, the HVAC system runs two hours earlier and two hours later than the pre-COVID schedule. Second, we upgraded the filters to MERV -13 and cleaned the air handler units. Finally, bipolar ionization air filtration systems have been installed in each of our buildings to attach to and deactivate pathogens such as SARS-CoV-2.
- **Socially-distant space arrangements:** Two Rivers has made several physical changes to promote social distancing. We rearranged classroom spaces to create distancing of at least 3 feet between student desks - replacing shared tables with individual desks. Spacing during lunch and naptime is 6 feet.
- **Signage:** We marked floors in each classroom in order to demarcate the student desk footprint to help ensure distancing. Hallways and stairwells have floor markings and signage to denote directional pathways and appropriate distancing when students wait in line.

- **Staff spaces:** In shared spaces, such as break rooms, resource rooms, supply rooms, and copy rooms, Two Rivers will stagger use, post occupancy limits, maintain strict physical distance between individuals, ensure face coverings are worn at all times except while eating, and clean and disinfect between uses. Disinfecting wipes will be available and required to be used by staff between use of copy machines and other shared office technology such as microwaves and refrigerators.
- **Isolation space:** Two Rivers has identified a space and bathroom in all three schools for a student or staff member developing symptoms while on site to isolate from others safely. Each isolation room will be equipped with a PPE bin and student cot. Staff monitoring the isolation room must wear PPE including face mask, gloves, and disposable gown. The student or staff member with symptoms must wear a mask while in the room. After the staff or student have departed the isolation room, the room will be closed and disinfected with the Clorox Total 360 Electrostatic Sprayer. DC Health has confirmed that the staff member monitoring the isolation room can return to work if they were in the space with the appropriate PPE. The staff member monitoring the students should dispose all PPE before returning to the community.
- **Water access:** We equipped our water fountains with touchless bottle fillers, disabling the spout function.

Ensure that our spaces are clean and sanitary at all times

In adherence with OSSE and DC Health guidance, Two Rivers has implemented the following plans to ensure our buildings are properly cleaned when students and staff are present:

- Two Rivers has secured additional **daytime cleaning staff** per site. The cleaning staff are trained to follow CDC guidelines to ensure high touch surfaces and high occupancy spaces are cleaned and disinfected multiple times per day. These spaces include all door handles, handrails, elevator buttons, and restrooms.
- All spaces in use are cleaned and disinfected nightly by the **evening custodial crew**. The Clorox Total 360 Electrostatic System will be used to deep clean in the event that any illness or exposure is reported on site.

Provide necessary Personal Protective Equipment (PPE) and Hygiene Supplies

Two Rivers will make available all necessary PPE and supplies for students and staff. Specifically:

- We have **general PPE supplies**, such as masks and face shields, for staff and students should they forget them at home. All TR staff onsite will be provided with reusable, washable staff masks.
- **Enhanced PPE**, such as gloves, gowns, and shoe covers, are available for those staff in closer, more frequent contact with students.
- All classrooms are equipped with **cleaning and sanitizing supplies** so that surfaces can be cleaned by teachers before and after meals and after transitioning of shared student equipment. Supplies include paper towels, cleaning solutions, and Purell Foodservice surface sanitizer. All cleaning supplies are secured and kept out of the reach of children.
- At our main entrances and reception desks, we have **contactless thermometers and sneeze guards**.

Implement protocols if COVID-19 case is suspected or confirmed

If anyone present onsite at Two Rivers tests positive for COVID-19, Two Rivers will follow the health and safety guidance released by DC Health and the Office of the State Superintendent of Education, namely:

- **Notify staff and families:** All impacted members of the community will receive a message via ParentSquare indicating that a positive case was identified. Those in close contact will receive more detailed instructions. Two Rivers will also notify DC Health.
- **Provide self-quarantine instructions to close contacts:** Those in close contact (within the same cohort or those who spent 15 minutes or more at a distance of 3 feet or less for preschool and up) will be required to quarantine for ten days if unvaccinated. Vaccinated persons may not need to quarantine if no indications of illness are present. DC Contact Trace Force will interview the infected individual to identify other close contacts outside of the school, connect with all quarantined contacts to provide information on the precautions to follow while in quarantine, and assist individuals in obtaining resources they may need during their quarantine period.
- **Clean, sanitize, and disinfect affected area:** If a positive COVID-19 case is reported, the work area for the identified individual will be disinfected by our facilities management team using the Clorox Total 360 Electrostatic System. The custodial services team cleans, disinfects, and sanitizes all of the surfaces in the room. This process will occur within 24 hours of the reported case.

Two Rivers Community Commitments

Two Rivers always embraces a commitment to being “crew” in our school community; the COVID-19 virus has shown us new ways in which we are all connected and must work together to ensure our community remains safe. Below is a list of ways that everyone – students, families, and staff – practices safety measures during this pandemic.



Stay home if unwell

“Being crew” means that we look out for one another. When students exhibit any ONE of the following “red flag” symptoms, it is critical to stay at home rather than risk spread of COVID:

- New or worsening cough
- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Fever (measured or subjective)

When students exhibit TWO or more of these symptoms, it is critical for them to stay home:

- Chills
- Muscle or body aches
- Headache
- Sore throat
- An unusual amount of tiredness
- Nausea or vomiting
- Runny nose or congestion
- Diarrhea

If you or your child test positive for COVID-19, please alert the school immediately so Two Rivers can notify DC Health and follow appropriate protocols. You can email Aurora Steinle, Chief of Staff, at asteinle@tworiverspcs.org or email your school’s designated COVID-19 point of contact.



Wear masks

Mask-wearing continues to be one of the best methods to prevent the spread of the coronavirus. Therefore, everyone is required to wear masks with 2-3 layers of tight woven cloth at all times (except when eating, drinking, or outdoors and not in close contact). Staff will remind students if their masks are not properly worn or supply them with a mask if it is soiled, forgotten at home, or lost.



Keep hands clean

As we enter the building, we will wash or sanitize our hands. We will continue to clean our hands after restroom visits, before and after meals, and after touching our faces.



Fill health screening questionnaire online daily

Before entering a Two Rivers building, we all must fill out an online health screening questionnaire at home using ParentSquare (web portal or app). An on-site screening station will be set-up for any student, family member, or staff person who has not completed the screening prior to arrival. It is very important that the questionnaire be completed truthfully in order to avoid the possibility of infection.

Sample Health Screening:

ASK whether the student, staff member, or essential visitor has experienced the aforementioned symptoms.

ASK whether the student, staff member, or essential visitor has been in close contact with a person who has COVID-19.

A TR staff member will be present outside of the building entrance to ensure that only screened students enter TR facilities during arrival.

The screening results will be documented and the student will be cleared to enter. Individuals with pre-existing health conditions that present with specific COVID-19-like symptoms may not be excluded on the basis of those specific symptoms, if a health care provider has provided written or verbal documentation and those specific symptoms are not due to COVID-19.



Check symptoms while onsite

Throughout the day, we will be vigilant in noticing any manifestations of symptoms. If such symptoms appear in staff or students, we will connect with the school nurse to determine whether any underlying chronic health condition may be the culprit. Where needed, the student will be escorted to an isolation room until they can be safely taken home.



Distance ourselves and minimize contact

We have protocols to help **maintain social distance of 6 feet apart** at arrival, during the day, and at dismissal and 3 feet in classrooms.

Arrival: Two Rivers may engage multiple entrances at times if entrances become overcrowded. Guidance for traffic flow and reminders to remain distant will be reinforced by signage and social distancing markings.

- Parents and bus attendants will verify the completion of the online health screening for each student. Parents and bus attendants will not be permitted to escort students into classrooms. Students requiring assistance to class will be escorted by staff.

During the day: Signage on the walls and floor markings will help students distance from one another during hallway transitions, in classrooms, at recess, and on the Green.

Dismissal for classes: Similar to arrival, dismissal will be guided by staff who will ensure students follow social distancing protocols, will ensure students and parents connect without having parents come into the building, and will ensure dismissal in staggered groups using multiple entryways.

Two Rivers Family Commitments



Build mask-wearing stamina at home

We encourage parents to help their students get used to wearing masks throughout the school day. This is not a natural skill, but it does become easier with practice. When students have mask-wearing stamina, everyone is safer. Below are some ways you can help build your child's stamina:

- Wearing cloth face masks with 2-3 layers should be a priority especially when it's hard to maintain social distance, such as on the bus, at carpool drop-off or pickup, and when entering the building.
- Have multiple cloth face masks available for your child. Provide your child with a clean mask and back-up mask each day and a clean, resealable bag for them to store the mask when they can't wear it, such as at lunch. Two Rivers will also have extra masks on hand.
- Label your child's mask clearly so it's not confused with another child's and instruct your child to never share or trade masks with others.
- Practice properly putting on and taking off cloth face masks with your child (one side at a time) while avoiding touching the cloth portions.
- Remind your child that they should clean their hands before and after touching their mask.
- Talk to your child about the importance of wearing a face mask and model wearing them as a family.
- Discuss with your child why some people may not be able to wear face masks for medical reasons.

Model social distancing

Practicing social distancing with those outside your household is not only good public health behavior, but it provides a consistent message to our young learners. If they are used to this shift in behavior, school will seem less jarring, especially when we are not able to hug them!

Practice Hand-washing

Hand washing is a critical practice for preventing the spread of COVID-19 and another habit that can be practiced to help students prepare to be onsite with peers. Here are some ways to help your child have strong hand hygiene:

- Practice hand-washing at home with your child and explain why it's important to wash his or her hands with soap and water for at least 20 seconds, especially before and after eating, coughing/sneezing, or adjusting a face mask.
- To prevent rushing, suggest washing hands for as long as it takes to sing the “Happy Birthday” song twice.
- When hand-washing isn't available, suggest that your child use an alcohol-based hand sanitizer that contains at least 60% alcohol.
- Also, explain that he or she should avoid touching his or her eyes, nose, and mouth.
- Encourage frequent hand-washing and following good hand hygiene practices, such as asking children to cover their mouths and noses with their elbows or tissues when they cough or sneeze and then washing their hands.
- Develop daily routines before and after school that foster healthy habits, such as packing a back-up face mask and hand sanitizer in the morning and washing their hands as soon as they come home.

Pack three masks per day per student

We ask parents to pack three fresh masks every day for each of your students. Masks get dirty, rip, and get lost. They are one of the best ways to protect our community so having an adequate supply for your child is important. We will keep spares onsite just in case.

Stay outside the buildings

At this time, we are strictly limiting the number of individuals entering the school. Therefore, parents will not be entering the building to escort their children to their classrooms; staff will take on this role after sanitizing hands in the lobby. We have a dismissal protocol with staff escorting students or calling them to the exits when parents arrive.

Get required immunizations

We need families to follow requirements related to vaccines and health forms in order to prevent an outbreak during a pandemic. The public health risks of vaccine-preventable infections, such as measles, may be as great or even greater than those of COVID-19. Here's how families can help:

- In order to prevent a vaccine preventable disease outbreak in a school setting, it is imperative for all students to be fully vaccinated according to CDC and DC Health standards. Please reach out to medical@tworiverspcs.org if you are unsure about what is needed for your student to be in compliance.

We strongly encourage all students eligible (anyone age 12 and up) to receive the COVID-19 vaccination. However, COVID-19 vaccination is not required at this time. Visit vaccinate.dc.gov for more information to help stop the spread of the virus and end the pandemic.

Minimize Non-Essential Travel and Follow Local Quarantine Guidance

Traveling to high-risk areas can bring added risk into our community. We kindly request that families minimize travel outside the DC-Maryland-Virginia area that may result in their child missing out on in-person learning .

If unvaccinated, the individual may take a COVID-19 test 3-5 days after returning home from outside the DMV. If the test is negative, the self quarantine can end after the seventh day. If no test is done, unvaccinated people should self-quarantine for 10 days after returning home. If vaccinated, no self-quarantine or testing is needed.

Additional Guidance about Onsite Activity



Classroom Specific Procedures

What should I do if my child tests positive for COVID-19?

If your child tests positive for COVID-19, please alert the school immediately so Two Rivers can follow appropriate protocols, including notifying DC Health as needed. You can email Aurora Steinle, Chief of Staff, at asteinle@tworiverspcs.org or reach out to your school's designated COVID-19 point of contact to notify Two Rivers.

How often do students wash hands?

Students must wash their hands as frequently as possible. Critical hand washing times are the first opportunity after transitioning from outside, before and after meals, before they need to remove their masks. If soap and water are not immediately available, hand sanitizer is a sufficient substitute.

What about going to the bathroom?

We are not going to dictate when students go to the bathroom, but we will try to group student bathroom usage to avoid cross contamination (i.e., having a group of students consistently use the same bathroom). Organized bathroom breaks will occur during transitions to and from outside and before and after meals.

What about materials sharing?

Materials sharing will be minimized. If learning materials must be shared, then teachers will be provided hand sanitizing wipes to clean materials between use, and students will either wash their hands or use hand sanitizer before and after use.

What if there is an emergency or behavior incident?

In case of an emergency, staff will follow all emergency protocols. In case of a behavior incident that cannot be addressed in the classroom, the staff member will contact the administrator on duty to come to the classroom and respond to the situation.

What about students who choose not to wear face masks?

Currently, face masks are required. Students who are unable or unwilling to wear a mask properly will be reminded to comply. If compliance becomes an issue, families will be notified.

Are student lunch times impacted?

Two Rivers students already eat snack and lunch in their classrooms, which is the recommended meal procedure in COVID-19 guidance.