

JAMES JORDAN MIDDLE SCHOOL **STUDENT COVID-19 VACCINATION POLICY AND PROCEDURES**

The Board of Trustees of James Jordan Middle School (“JJMS” or “Charter School”) has adopted this policy for implementation at the Charter School to protect the health and safety of all Charter School students, staff, and its community and prevent future disruptions to full-time, in-person instruction threatened by the COVID-19 pandemic.

As Charter School is located within the Los Angeles Unified School District (“District”), Charter School has adopted the following procedures in alignment with the District’s student COVID-19 vaccination policy as set forth in the District Board of Education’s September 9, 2021 Resolution and the COVID-19 Vaccination Requirement Protocols and Procedures issued by the District on September 16, 2021. The Charter School will comply with all applicable federal, state, and local laws, regulations, orders and ordinances related to COVID-19 and may adjust the following procedures as needed to align with current District student COVID-19 vaccination protocols and procedures.

COVID-19 Vaccination Requirement for Eligible Students

All Charter School students who are eligible to receive the COVID-19 vaccine, excluding those students with a qualified and approved exemption or conditional admission, must become fully vaccinated against COVID-19 as a mandatory precondition to accessing any Charter School facilities

Exclusion from Charter School Facilities

Beginning Monday, January 10, 2022, eligible students who have not submitted proof of being fully vaccinated against COVID-19 or received a qualified and approved exemption or conditional admission pursuant to this policy will not be permitted on the Charter School campus or in Charter School facilities. JJMS will provide a high-quality Independent Study Program to students who are not vaccinated by the exclusion deadline until at least June 11, 2022.

If the January 10 2022 exclusion deadline would create significant legal risk for JJMS, the JJMS Board of Trustees authorizes the Executive Director to delay implementation to whatever timeline is advised by our attorneys.

“Fully Vaccinated”

Fully-vaccinated” refers to an individual who has received the first and second doses of the vaccine (or, in the case of Johnson & Johnson, the single required dose) and has completed the two-week period that follows to ensure maximum immunity.

Required Documentation

Only the following modes may be used as proof of vaccination:

1. COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card) which includes name of person vaccinated, type of vaccine provided, and date last dose administered; or
2. A photo of a Vaccination Record Card as a separate document; or
3. A photo of the client's Vaccination Record Card stored on a phone or electronic device; or
4. Documentation of COVID-19 vaccination from a health care provider; or
5. Digital record that includes a QR code that when scanned by a SMART Health Card reader displays to the reader client name, date of birth, vaccine dates and vaccine type.

Parents/guardians must submit student COVID-19 vaccination documentation to the Charter School by the first and second dose deadline to meet the deadlines. After the vaccination document is submitted, it will be reviewed and verified by an authorized Charter School staff member. The verification process may take approximately 2-3 business days.

Student vaccination records and information will be maintained securely and confidentially in accordance with all applicable laws and regulations governing the privacy of student health information and other student records.

Exemptions and Conditional Admission

Parents/guardians may apply to seek exemption from the student COVID-19 vaccine requirements or conditional admission only under the following circumstances:

1. Qualified Medical Exemption
 - a. Parents/guardians seeking a medical exemption from the COVID-19 vaccine for their child will be required to submit a completed Student Medical Exemption to the COVID-19 Vaccine Form to the Charter School beginning on October 25, 2021.
2. Conditional Admission
 - a. Students may be conditionally admitted if they are in one of the following groups: 1) foster youth, 2) experiencing homelessness, 3) migrant, or 4) military family.
 - b. This policy will not prohibit a student who has an IEP from accessing any special education and related services required by the student's IEP. However, beginning January 10, 2022, to be eligible to participate in any extracurricular JJMS activity occurring outside of school hours, including but not limited to JJMS's after school program (ASES), Saturday School, and Intersessions (excluding ESY), a student must be fully vaccinated against COVID-19 or have a qualified and approved medical exemption or conditional admission pursuant to paragraph (a) above.

The Charter School will notify the parent/guardian confirming the exemption or conditional admission approval or indicating that further attention is required.

Board Policy #: [INSERT]
Adopted/Ratified: [December 16, 2021]
Revision Date: [INSERT]

Other Ongoing Campus Health and Safety Measures

Charter School will continue to implement other health and safety measures on campus as necessary to comply with current applicable federal, state, and local laws, regulations, orders and ordinances related to COVID-19.

JAMES JORDAN MIDDLE SCHOOL COVID-19 EMPLOYEE VACCINATION POLICY

Purpose

Consistent with James Jordan Middle School's ("JJMS" or the "School") legal duty to maintain a safe and healthy workplace and to limit the spread of COVID-19, the School shall enforce this COVID-19 Employee Vaccination Policy ("Policy"). The purpose of this Policy is to protect the health, safety, and well-being of all School employees, students, families, and stakeholders to the maximum extent possible, and to facilitate a safe and meaningful return to in-person instruction. At the time of adoption of this Policy, the COVID-19 vaccination is not available for most students (based upon student age). This Policy shall be implemented in a manner that is consistent with current federal, state, and local law, as well as applicable public health guidance, including that from the Centers for Disease Control and Prevention ("CDC") and the California Department of Public Health ("CDPH").

Scope

This Policy applies to all School employees who enter campus for any period, or have contact with any employees, students, or other School stakeholders, however brief. This Policy applies to COVID-19 vaccines that are currently available to School employees under Food and Drug Administration ("FDA") Emergency Use Authorization, as well as those that may later become available under FDA Emergency Use Authorization. Should any COVID-19 vaccine receive FDA non-emergency use authorization, this Policy will apply to such vaccines as well. Additionally, should any COVID-19 vaccine require two (2) doses for complete inoculation, compliance with this Policy requires both doses.

Policy

It is the policy of the School to mandate that all employees receive the COVID-19 vaccine, once available. The School recognizes the possible operational realities of COVID-19 vaccine distribution issues, and that COVID-19 vaccines may not be available for all employees at the same time. However, once any vaccine opportunities become available, all School employees must inoculate for COVID-19. The School will provide employees with information regarding the operational logistics of such vaccination opportunities (e.g., opportunities to schedule vaccinations during the workday, reimbursement for mileage, etc.). As COVID-19 vaccines become more widely available, the School reserves the right to revise this Policy and mandate all employees vaccinate by a date certain.

Employees who refuse to comply with this Policy and who are not otherwise eligible for an accommodation consistent with applicable legal requirements as further detailed below will be placed on unpaid/inactive status until they comply. Employees who refuse to vaccinate for COVID-19 and who are not otherwise entitled to an accommodation will be excluded from campus/the workplace pending compliance with this Policy. Continued absences from work as a result of noncompliance with this Policy may be deemed unexcused, and result in disciplinary action, up to and including termination from employment.

Consistent with applicable law, the School will pay all nonexempt employees for time spent receiving the COVID-19 vaccine, assuming the vaccine cannot be obtained during working hours. The School will also reimburse all employees for the cost of the vaccine (if any), as well as reasonable and necessary mileage (if applicable). All reimbursements require appropriate supporting documentation.

Proof of Vaccination

Once School employees receive the COVID-19 vaccine, either when directed to do so or when available, they must provide the School with written proof of COVID-19 vaccination. Written proof of COVID-19 vaccination currently means a vaccination card disbursed to COVID-19 recipients, post inoculation. Failure to provide the School with written proof of COVID-19 vaccination upon request by the School constitutes noncompliance with this Policy. The School further reserves the right to request proof of both the first and second vaccination doses for COVID-19, if applicable.

When providing proof of vaccination, employees must not provide any medical or genetic information to the School. It is an employee's responsibility to ensure their proof of vaccination is free from medical and genetic information.

The School shall strictly maintain confidentiality of all employee COVID-19 vaccination data and related medical information, other than reporting the results to federal, state, and local health departments or agencies, only where required by law. The School will store all medical information about any employee separately from the employee's personnel file in order to limit access to this confidential information. The School will have a separate confidential medical file for each employee where the School stores employee medical information. Medical information includes COVID-19 vaccination data.

Continued Health and Safety Protocol

Consistent with the School's health and safety protocol, including its COVID-19 Health and Safety Policy and COVID-19 Injury and Illness Prevention Plan Addendum, and until guidance from federal, state, and local public health agencies is revised, all employees must continue to abide by all COVID-19 health and safety protocols, regardless of vaccination status. This includes but is not limited to continued use of facial coverings and social distancing practices.

Requests for Accommodations

Employees who are unable to comply with this Policy due to a qualifying disability or sincerely held religious belief, practice, or observance as defined by applicable law may be entitled to an accommodation from the School's COVID-19 vaccination requirement. Once the School is on notice that an employee may be unable to comply with the Policy due to a qualifying disability or sincerely held religious belief, practice, or observance, the School will engage in an interactive process with the employee, and work to identify any possible accommodations. As part of the interactive process, the School reserves the right to request supporting documentation or a medical certification which documents the basis for the requested accommodation. The School may not be required to provide employees with an accommodation should the accommodation result in a direct threat to health and safety at the School or to the employee, or if the accommodation will cause an undue hardship for the School. Employees who believe they may be entitled to a legally valid

accommodation consistent with this Policy should contact the School as outlined below to address this matter further.

Non-Discrimination

The School will not discriminate, harass, or retaliate against any employee for receiving the COVID-19 vaccine, refusing to receive to the COVID-19 vaccine, or for requesting a lawfully-recognized accommodation from the COVID-19 vaccination Policy.

Disclaimer

As public health and legal guidance regarding COVID-19 vaccinations evolves, the School reserves the right to revise this Policy. Upon any revision to this Policy, the School will provide immediate notice in writing to all employees.

Should you have any questions regarding this Policy, you may contact **Director of Operations Victor Albores** at albores@jamesjordanms.com.