

Student and Staff Health and Safety Provisions

NOTE: Atkinson Academy is an online K-12 Atkinson, and as such, no student is required to enter the facilities for instruction of than for orientations and hardware distribution as well as parent conferences in order to discuss academic problems. Atkinson Academy students are welcome, however, to attend voluntary tutoring sessions as well as club and social activities.

Atkinson Academy will follow clear procedures to ensure the health and safety of pupils and staff. Atkinson will adopt and implement full health and safety procedures and risk management policies at our school site in consultation with insurance carriers and risk management experts prior to the school's opening. Health and safety policies will be annually updated and reviewed, in consultation with staff and families. This policy will be distributed to all staff and families.

The following is a summary of the health and safety policies of Atkinson Academy:

Procedures for Background Checks

Employees and contractors of Atkinson Academy will be required to submit to a criminal background check and furnish a criminal record summary as required by Education Code §44237 and 45125.1. New employees not possessing a valid California Teaching Credential must submit two sets of fingerprints to the California Department of Justice for the purpose of obtaining a criminal record summary. The Director of Business Operations will monitor compliance with this policy and report to Atkinson Board of Directors on a quarterly basis. The Board President shall monitor the fingerprinting and background clearance of the Director of Business Operations. Volunteers who will have direct contact with Atkinson Academy students outside of the direct supervision of a credentialed employee shall be fingerprinted and receive background clearance prior to volunteering without the direct supervision of a credentialed employee.

Role of Staff as Mandated Child Abuse Reporters

All non-certificated and certificated staff will be mandated child abuse reporters and will follow all applicable reporting laws. All Atkinson Academy staff will receive Mandated Reporter training during New Staff Orientation prior to commencing their employment. The training will provide an overview of the significant definitions, requirements, and protections provided by the California Child Abuse & Neglect Reporting Act (CANRA). All Atkinson Academy staff will learn what the law requires as a mandated reporter, how to spot indicators of possible child abuse or neglect, how to talk to children about suspected abuse, how to make a report, what happens after a report is filed, and special issues related to child abuse reporting in the school environment.

CPR Training

All instructional staff and school leadership will be CPR and first aid certified.

Other Health Assessments and Provisions

- *TB Testing*

Atkinson Academy faculty and staff will be tested for tuberculosis prior to commencing employment and working with students as required by Ed. Code §49406.

- *Immunizations*

All students enrolled and Atkinson Academy staff will be required to provide records documenting immunizations as is required at public schools pursuant to Health and Safety Code §120325- 120375, and Title 17, California Code of Regulations §6000-6075. All rising 7th grade students must be immunized with a pertussis (whooping cough) vaccine booster.

- *Medication in School*

Atkinson Academy will adhere to Education Code §49423 regarding administration of medication in school

- *Vision, Hearing, Scoliosis, and Oral Health*

Students will be screened for vision, hearing, scoliosis, and oral health for student K - 8th grade. Atkinson Academy will adhere to Education Code §49450, et seq., as applicable to the grade levels served by the school.

- *Diabetes*

Atkinson Academy will provide an information sheet regarding type 2 diabetes to the parent or guardian of all incoming students, pursuant to Education Code Section 49452.7. The information sheet shall include, but shall not be limited to, all of the following:

1. A description of type 2 diabetes.
2. A description of the risk factors and warning signs associated with type 2 diabetes.
3. A recommendation that students displaying or possibly suffering from risk factors or warning signs associated with type 2 diabetes should be screened for type 2 diabetes.
4. A description of treatments and prevention of methods of type 2 diabetes.
5. A description of the different types of diabetes screening tests available.

- *Blood Borne Pathogens*

Atkinson Academy will meet state and federal standards for dealing with blood borne pathogens and other potentially infectious materials in the work place. Atkinson Board will establish a written infectious control plan designed to protect employees and students from

possible infection due to contact with blood borne viruses, including human immunodeficiency virus (“HIV”) and hepatitis B virus (“HBV”). Whenever exposed to blood or other bodily fluids through injury or accident, staff and students shall follow the latest medical protocol for disinfecting procedures.

Drug Free/Alcohol Free/Smoke Free Environment

Atkinson Academy shall function as a drug, alcohol, and tobacco free workplace. Atkinson Academy is committed to provide an employment and academic environment where all employees and students adhere to a program of policies and activities designed to provide a safe workplace, discourage alcohol, tobacco, and drug use.

Comprehensive Sexual Harassment Policies and Procedures

Atkinson Academy is committed to providing a school that is free from sexual harassment, as well as any harassment based upon such factors as race, religion, creed, color, national origin, ancestry, age, medical condition, marital status, sexual orientation, or disability. Atkinson Academy will develop a comprehensive policy to prevent and immediately remediate any concerns about sexual discrimination or harassment at Atkinson Academy (including employee to employee, employee to student, and student to employee misconduct).

Misconduct of this nature is very serious and will be addressed in a sexual misconduct policy that will be developed prior to hiring any employees.

Facility Safety

Atkinson Academy will comply with Education Code §47610 by either utilizing facilities that are compliant with the Field Act or facilities that are compliant with the State Building Code, including provisions for seismic safety. Atkinson Academy agrees to test sprinkler systems, fire extinguishers, and fire alarms annually at its facilities to ensure that they are maintained in an operable condition at all times.

Fire, Earthquake, and Evacuation Drills

Students and staff will participate in earthquake drills every other month, fire drills monthly, and at least one lock-down drill annually.

Emergency Preparedness

Atkinson Academy will adhere to an Emergency Preparedness Handbook drafted specifically to the needs of the school site in conjunction with law enforcement and the Fire Marshall prior to the school opening. This handbook will include, but not be limited to the following responses: fire, flood, earthquake, lockdown, hostile intruder situations, and other natural disasters. If assuming a facility used prior as a school site, any existing emergency preparedness plan for the school site shall be used as a starting basis for updating the handbook for Atkinson Academy. If the building has not been used as a school site prior to Atkinson, the school will design its own Emergency Preparedness Handbook. All staff will be trained on emergency preparedness procedures