



Phased School Reopening Health and Safety Plan Template

Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non- instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

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This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: **Executive Education Academy Charter School**

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on your county's current designation and local community needs, which type of reopening has your school entity selected?

- ☐ Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- ☐ Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- ☐ Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- ☐ Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): **March 1, 2021**

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked "Pandemic Coordinator". For each additional pandemic team member, enter the individual's name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under "Pandemic Team Roles and Responsibilities":

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Mr. Flavell	COO	Both
Mr. Szafranski	School Police Officer/ Pandemic Coordinator	Both
Mr. Lembach	School Police Officer	Both
Nurse Schray	Nursing Staff	Both

Mr. Jamal George	Transportation	Both

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.

- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	- Water fountains will be turned off, eliminating common area water usage. - Restrooms monitored to maintain proper social distancing - Cleaning personnel will make regular periodic checks to bathrooms, documented daily. - Hallways: maintain 3' distancing between students, when possible. Students will walk along the right side of the hallway when within the hallway confines - Transportation will be determined by individual district policies	SAME AS YELLOW PHASE	Mr. Shera Mula	- support with monitoring - cleaning personnel	Yes
Other cleaning, sanitizing, disinfecting, and ventilation practices	Cleaning will be completed as per the latest CDC, PA Department of Health, and PA Department of Education guidelines.	Cleaning will be completed as per the latest CDC, PA Department of Health, and PA Department of Education guidelines	Mr. Shera Mula	Proper cleaning supplies have been identified which will sanitize and be safe for the students.	No

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	- Students will remain 3' separated within the classroom when possible, as well as hallways, and other common areas in the school. - Each classroom is unique, and will have to be set up according to maintain proper social distancing policy. - It is preferred that teachers change rooms rather than students. However, each grade is unique, and some class setting requires students to move. Should the students move, they will maintain the 3' social distancing, when possible.	Same as Yellow	Team Leaders and/or Teachers	- Signage and reminders to keep 3' distancing, when possible. - Signage and reminders that masks will be worn, with the exception of exterior recess periods.	Yes
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	- Breakfast and lunch may be served in classrooms - Café's may be utilized to better spread out students. Tables will be spread out to maintain proper social distancing. - Bag lunches will be given and used by students. No hot lunch served.	Same steps as Yellow Phase.	Mr. Flavell, COO	Coordination with Lintons Food Service	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	- Signage will be placed in and around bathrooms and hallways displaying proper hand washing and hygiene techniques. - Best practices in terms of sneezing techniques, wearing face masks, proper coughing techniques.	Same as Yellow Phase	Team Leaders Teachers	Signage	Yes
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	Signage will be posted: - at all entrances - in all hallways - in bathrooms - in assembly areas - in classrooms	Same as Yellow	Mr. Szafranski	Physical Signage	Yes
* Identifying and restricting non-essential visitors and volunteers	- No visitor or non-essential persons will be admitted into the building without proper authorization and screening. - Front entrance area will be separated from school building.	Same as Yellow	Mr. Flavell, COO Front Office personnel	Additional Scheduled Security Personnel	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	This plan below is for the instruction in Physical Ed Class and recess only. PIAA Sporting activities are governed by the Athletic Department. - Physical Education Class will be limited to guidelines established by the PA Dept. of Health and CDC. - All physical activities will involve social distancing and the wearing of face coverings, unless outside. - Recess will be closely supervised. - Recess periods will be conducted outside of building structure, if possible.	Same as Yellow Phase	Mr. Flavell, COO	- All equipment will be disinfected after each use.	Yes
Limiting the sharing of materials among students	- Use of materials will be closely supervised by teachers and/or staff to ensure no sharing of any materials	Same as Yellow	Team Leaders Teachers	Cleaning and disinfecting materials if possible.	Yes
Staggering the use of communal spaces and hallways	- No students or staff will congregate in communal spaces or hallways. - Communal gatherings will be re-directed to individual classrooms and disseminated via Zoom	Same as Yellow	Mr. Flavell, COO Team Leaders	Teachers and staff must ensure proper social distancing, when possible.	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Adjusting transportation schedules and practices to create social distance between students	Transportation will be the responsibility of the respective, individual bus company.	Transportation will be the responsibility of the respective, individual bus company	Mr. Jamal George, Transportation	Additional School Security	Yes
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	- Each classroom is unique in size and shape - Each classroom will be set up accordingly to maintain proper social distancing between each student and teacher - Each classroom will be inspected and approved by the individual Team Leader prior to use.	Same as Yellow	Mr. Flavell, COO Team Leaders Teachers COVID Team	Floor may be marked to ensure the desks are at proper spacing.	Yes
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	- All initial plans and policies will be posted via school website for access. - All changes and/or updates will also be posted on school website	Same as Yellow	School Administration Mr. George, Transportation	School website, social media	Yes
Other social distancing and safety practices	Teachers and staff will ensure proper social distancing upon arrival to school as well as dismissal.	Same as Yellow	Team Leaders Teachers	Signage	Yes

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	- Staff is responsible for self assessment. Staff will also be informed, per CDC and PA. Dept. of Health guidelines, if they are sick, stay home. - If students show symptoms, they should report to the school nurse for further evaluation - Nursing staff will conduct further evaluation and determine treatment	Same as Yellow	COVID Team Nursing Staff Team Leaders Teachers	- Nursing staff - Share911 application has been placed in use for all staff to self-assess each day.	Yes
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	Nursing staff will determine if isolation or quarantining needs to be enacted	Same as Yellow	Nursing Staff Mr. Flavell, COO	Separate quarantining room, separate from general Nurses Office	Yes
* Returning isolated or quarantined staff, students, or visitors to school	Students and staff are not required to have a negative test result after their quarantine period. CDC and PA Dept. of Education recommendations will be used for the time periods of quarantine.	Same as Yellow	Nursing Staff Mr. Flavell, COO	Staff assistance	Yes
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	- All changes will be posted on school website and social media. - School closure will be posted on website, social media, local television station, local radio station.	Same as Yellow	Administrative Staff	School website, social media, e-mails, school messenger	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other monitoring and screening practices	CDC and PA Dept. of Health guidelines will be followed and implemented accordingly.	Same as Yellow	Administrative Staff COVID Team	Temperature gauges, health screening training	Yes

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff at higher risk for severe illness	PPE is available for any staff, student, or visitor whom doesn't have proper protection.	Same as Yellow	Nursing Staff	PPE	No
* Use of face coverings (masks or face shields) by all staff	Face coverings will be worn by all teachers, staff and students unless special circumstances exist. As of 5/19/2021, mask breaks are permissible at outside recess periods.	Same as Yellow	COVID Team Team Leaders Teachers	PPE will be provided by EEACS if needed.	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Use of face coverings (masks or face shields) by older students (as appropriate)	Face coverings will be worn by all teachers, staff and students unless special circumstances exist. As of 5/19/2021, mask breaks are permissible at outside recess periods.	Same as Yellow	COVID Team	Face coverings will be provided by the school if needed.	Yes
Unique safety protocols for students with complex needs or other vulnerable individuals	- Face shields may be worn in addition to cloth face coverings - Complex needs will be examined on a case to case basis, determinations will be made accordingly.	Same as Yellow	COVID Team Nursing Staff Team Leaders	Nursing staff will support this effort. Face coverings, face shields will be provided if necessary.	Yes
Strategic deployment of staff	Due to the unique schedule and layout of the school, staff will be strategically deployed to fit the needs of the school to maintain a safe environment.	Same as Yellow	MR. Flavell, COO COVID Team	Administrative Staff, Team Leaders, Community Coaches, Teachers, Aids, and cleaning staff will all be vital to maintain a safe environment.	Yes

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
What is COVID-19, how to prevent the spread of germs, policy changes.	ALL	COVID Team	Lecture setting	Power Point presentation, Q&A session.	TBD	TBD
Signage	ALL	COVID Team	Lecture setting	Power Point presentation, Q&A session.	TBD	TBD
New lunch procedure	ALL	COVID Team	Lecture setting	Power Point presentation, Q&A session.	TBD	TBD
Pandemic Safety Committee, procedure to re-open school	ALL	COVID Team	Lecture setting	Power Point presentation, Q&A session.	TBD	TBD
Proper hygiene, face coverings, cover your cough	ALL	COVID Team	Lecture setting	Power Point presentation, Q&A session.	TBD	TBD
Cleaning & disinfecting	ALL	COVID Team	Lecture setting	Power Point presentation, Q&A session.	TBD	TBD

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Classroom set up, movement, and proper social distancing.	ALL	COVID Team	Lecture setting	Power Point presentation, Q&A session.	TBD	TBD

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Signage	Students, staff, parents, caregivers, community.	COVID Team	Internet, physical signage, cell phone text messages, e-mail, local news, local radio.	TBD	TBD
Social media	Students, staff, parents, caregivers, community	COVID Team	Internet, physical signage, cell phone text messages, e-mail, local news, local radio	TBD	TBD
School website	Students, staff, parents, caregivers, community	COVID Team	Internet, physical signage, cell phone text messages, e-mail, local news, local radio	TBD	TBD
Daily assembly topics	Students, staff, parents, caregivers, community	COVID Team	Internet, physical signage, cell phone text messages, e-mail, local news, local radio	TBD	TBD

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date

Health and Safety Plan Summary: **Executive Education Academy Charter School**

Anticipated Launch Date: March 1, 2021

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	- Retrofit water fountains with touch-less water if possible - Restrooms monitored to maintain proper social distancing - Cleaning personnel will make daily checks to bathrooms - Hallways: maintain 3' distancing between students. Students will walk along the right side of the hallway when within the hallway confines - Transportation will be determined by individual district policies

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	- Students will remain 3' separated, when possible, within the classroom, as well as hallways, and other common areas in the school. - Each classroom is unique, and will have to be set up according to maintain proper social distancing policy. - It is preferred that teachers change room, rather than students. However, each grade is unique, and some class setting require students to move. Should the students move, they will maintain the 3' social distancing, when possible. - Breakfast and lunch may be served in classrooms - Café's may be utilized to maintain proper social distancing.
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	Signage will be posted: - at all entrances - in all hallways - in bathrooms - in assembly areas

Requirement(s)	Strategies, Policies and Procedures
* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes Limiting the sharing of materials among students Staggering the use of communal spaces and hallways Adjusting transportation schedules and practices to create social distance between students Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars Other social distancing and safety practices	- in classrooms - No visitor or non-essential persons will be admitted into the building without proper authorization and screening. - Front entrance area will be separated from school building. This plan below is for the instruction in Physical Ed Class and recess only. PIAA Sporting activities are governed by the Athletic Department. - Physical Education Class will be limited to guidelines established by the PA Dept. of Health and CDC. - All physical activities will involve social distancing and the wearing of face coverings. As of 5/19/2021, mask breaks are permissible at outside recess periods. - Recess will be closely supervised to ensure proper distancing and wearing of protective face coverings .As of 5/19/2021, mask breaks are permissible at outside recess periods. All recess periods will be conducted outside of building structure - All use of materials will be closely supervised by teachers and/or staff to ensure no sharing of any materials - students and/or staff will be discouraged to congregate in communal spaces or hallways. - Communal gatherings will be re-directed to individual classrooms and disseminated via Zoom Transportation will be the responsibility of the respective, individual bus company. Each classroom is a unique size and shape - Each classroom will be set up accordingly to maintain proper social distancing between each student and teacher - Each classroom will be inspected and approved by the individual Team Leader prior to use - All initial plans and policies will be posted via school website for access. - All changes and/or updates will also be posted on school website Teachers and staff will ensure proper social distancing upon arrival to school as well as dismissal.

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
* Monitoring students and staff for symptoms and history of exposure * Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure * Returning isolated or quarantined staff, students, or visitors to school	- Staff is responsible for self assessment. Staff will also be informed, per CDC and PA. Dept. of Health guidelines, if they are sick, stay home. - If students or staff show symptoms, they should report to nurses office for further evaluation - Nursing staff will conduct further evaluation on students. - All changes will be posted on school website and social media. School closure will be posted on website, social media, local television station, local radio station
Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols	

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
* Protecting students and staff at higher risk for severe illness * Use of face coverings (masks or face shields) by all staff * Use of face coverings (masks or face shields) by older students (as appropriate)	Nursing staff will extra precautions for those whom are determined to be at a higher risk for severe illness. Face coverings will be worn by all teachers, staff and students unless special circumstances exist. As of 5/19/2021, mask breaks are permissible at outside recess periods. Face shields may be substituted for cloth face coverings Complex needs will be examined on a case to case basis, determinations will be made accordingly. Due to the unique schedule and layout if the school, staff will be strategically deployed to fit the needs of the school to maintain a safe environment
Unique safety protocols for students with complex needs or other vulnerable individuals	
Strategic deployment of staff	

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **(INSERT NAME OF LEA)** reviewed and approved the Phased School Reopening Health and Safety Plan on **(INSERT DATE: MONTH, DAY, YEAR)**.

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: **(INSERT DATE: MONTH, DAY, YEAR)**

By:

(Signature of Board President)*

(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.