



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: **FORT CHERRY SCHOOL DISTRICT**

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):

FIRST DAY OF SCHOOL IS AUGUST 31, 2020.

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)
Dr. Jill Jacoby	FCSD Administration	Superintendent, Both
Mrs. Jessica Drylie	FCSD Administration	Business Manager, Both
Ms. Dawn Smith	FCSD Administration	Director of Pupil Services, Both
Dr. Trisha Craig	FCSD Administration	Jr/Sr High School Principal, Both
Mr. Daniel Mayer	FCSD Administration	Elementary Principal, Both
Chief Dave Buchowski	FCSD Administration	Safety and Security Officer, Both

Mrs. Patty Fedinetz	FCSD Administration	Food Service Manager, Both
Mrs. Sally Cowden	FCSD Administration	Food Service Clerk, Both
Mr. Jason Dorsch	FCSD Administration	Director of Facilities, Both
Mr. Tom Scarpone	FCSD Administration	Athletic Director/Teacher, Both
Mrs. Jeanine Miles	FCSD Board of School Directors	Board President, Health and Safety Plan Development
Mrs. Melinda Errett	FCSD Board of School Directors	Board Vice President, Health and Safety Plan Development
Mrs. Cindy Gaskill	FCSD Board of School Directors	Board Treasurer, Health and Safety Plan Development
Mr. Eugene Briggs	FCSD Board of School Directors	Board Member/HS Basketball Coach, Health and Safety Plan Development
Mrs. Dawn Fiori	FCSD Board of School Directors	Board Member, Health and Safety Plan Development
Mrs. Jodi McKay	FCSD Board of School Directors	Board Member, Health and Safety Plan Development
Mrs. Julie Sepesy	FCSD Board of School Directors	Board Member, Health and Safety Plan Development
Mrs. Beverly Schwab	FCSD Board of School Directors	Board Member, Health and Safety Plan Development
Mr. Louis Ursitz	FCSD Board of School Directors	Board Member, Health and Safety Plan Development
Mrs. Pam Staley	FCSD Administrative Support	Administrative Assistant to the Superintendent, Health and Safety Plan Development
Mrs. Tami Goddard	FCSD Administrative Support	Administrative Assistant to the Elem Principal/Support Staff Association President, Health and Safety Plan Development
Mrs. Jodi Partozoti	FCSD Administrative Support	Administrative Assistant to the HS Principal, Health and Safety Plan Development
Mrs. Debbie Schaub	FCSD Administrative Support	Administrative Assistant to Director of Pupil Services, Health and Safety Plan Development
Mrs. Carol Staley	FCSD Administrative Support	PIMS/Registrar Coordinator/Parent, Health and Safety Plan Development
Mr. Jack Bish	Transportation Contractor	Bish Bus Company, Both
Mr. Brett Hoop	Transportation Contractor	Hoop Bus Company, Both

Mr. Richard Hursh	FCSD Faculty	Teacher/Professional Educator Association President, Health and Safety Plan Development
Ms. Mariah Ketter	FCSD Faculty	School Nurse (K-12), Both
Mrs. Linda Spinden	FCSD Faculty	Elementary Nurse, Both
Mr. James Brucker	FCSD Faculty	Teacher, Health and Safety Plan Development
Ms. Maria Campbell	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Brianne Eiler	FCSD Faculty	Teacher/Parent, Health and Safety Plan Development
Mrs. Terri Eiler	FCSD Faculty	Teacher/Parent, Health and Safety Plan Development
Mrs. Renee Golle	FCSD Faculty	Teacher/Parent, Health and Safety Plan Development
Mrs. Kimberly Harvey	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Louise Hilty	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Jodie Hoover	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Tracey Kampian	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Megan Kelley	FCSD Faculty	Teacher, Health and Safety Plan Development
Ms. Maggie Kosky	FCSD Faculty	Teacher, Health and Safety Plan Development
Ms. Hannah Mowod	FCSD Faculty	Teacher, Health and Safety Plan Development
Mr. Dave Narigon	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Amy Oberly	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Michelle Presutti	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Ashley Risacher	FCSD Faculty	Teacher, Health and Safety Plan Development
Mr. Jim Shiel	FCSD Faculty	Teacher/Parent, Health and Safety Plan Development

Mrs. Margaret Tarentino	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Keara Welsh	FCSD Faculty	Teacher, Health and Safety Plan Development
Mrs. Erin Wilson	FCSD Faculty	Teacher, Health and Safety Plan Development
Ms. Kiley Ann Zibert	FCSD Faculty	Teacher, Health and Safety Plan Development
Stephaney Aleksiejczyk	FCSD Parent	Health and Safety Plan Development
Helen Alrutz	FCSD Parent	Health and Safety Plan Development
Caitlin Bauman	FCSD Parent	Health and Safety Plan Development
Kim Bianchi	FCSD Parent	Parent/Food Service Employee, Health and Safety Plan Development
Stacy Bish	FCSD Parent	Parent/Food Service Employee, Health and Safety Plan Development
Traci Boocks	FCSD Parent	Parent/Paraprofessional, Health and Safety Plan Development
Stephanie Boris	FCSD Parent	Health and Safety Plan Development
Nicholas Boris	FCSD Parent	Health and Safety Plan Development
Kara Bungo	FCSD Parent	Health and Safety Plan Development
Danielle Burfield	FCSD Parent	Health and Safety Plan Development
Jordan Bushmire	FCSD Parent	Health and Safety Plan Development
Kristina Campbell	FCSD Parent	Health and Safety Plan Development
Kristina Cappello	FCSD Parent	Health and Safety Plan Development
Erin Connors	FCSD Parent	Parent/Substitute, Health and Safety Plan Development
Renea Cook	FCSD Parent	Parent/Booster Club, Health and Safety Plan Development
Jonathan Emrick	FCSD Parent	Health and Safety Plan Development

Tracey Erath	FCSD Parent	Health and Safety Plan Development
Laura Everly	FCSD Parent	Health and Safety Plan Development
Carla Fugitt	FCSD Parent	Health and Safety Plan Development
Ella Goodrich	FCSD Parent	Health and Safety Plan Development
Richard Goodrich	FCSD Parent	Health and Safety Plan Development
Kate Grant	FCSD Parent	Health and Safety Plan Development
Mike Herbst	FCSD Parent	Parent/Community Coach, Health and Safety Plan Development
Jessica Hixon	FCSD Parent	Health and Safety Plan Development
Julie Holmes	FCSD Parent	Health and Safety Plan Development
Kasandra Hoover	FCSD Parent	Health and Safety Plan Development
Lisa Karn	FCSD Parent	Parent/Booster Club, Health and Safety Plan Development
Eva Kramer	FCSD Parent	Parent/Booster Club, Health and Safety Plan Development
Christine Matchett	FCSD Parent	Health and Safety Plan Development
Melissa McLaughlin	FCSD Parent	Health and Safety Plan Development
Jess Russell-Melvin	FCSD Parent	Health and Safety Plan Development
Stacey Miller	FCSD Parent	Health and Safety Plan Development
Lauren O'Brien	FCSD Parent	Parent/Substitute Nurse, Health and Safety Plan Development
Johnna Orsargos	FCSD Parent	Health and Safety Plan Development
Theresa Plance	FCSD Parent	Health and Safety Plan Development
Summer A Reynolds	FCSD Parent	Health and Safety Plan Development

Heather Rohaley	FCSD Parent	Health and Safety Plan Development
Nikki Sarchet	FCSD Parent	Parent/Substitute/PTO President, Health and Safety Plan Development
John Scott	FCSD Parent	Health and Safety Plan Development
Brianne Sieg	FCSD Parent	Health and Safety Plan Development
Jeff Sieg	FCSD Parent	Parent/Community Ftball President, Health and Safety Plan Development
Trista Snatchko	FCSD Parent	Health and Safety Plan Development
Jennifer Spotti	FCSD Parent	Health and Safety Plan Development
Zachary Sullivan	FCSD Parent	Health and Safety Plan Development
Kathy Taylor	FCSD Parent	Health and Safety Plan Development
Tara Walker	FCSD Parent	Health and Safety Plan Development
Richard Ward	FCSD Parent	Health and Safety Plan Development
Adriane Ware	FCSD Parent	Health and Safety Plan Development
Margaret Wasco	FCSD Parent	Health and Safety Plan Development
Sharon Wright	FCSD Parent	Health and Safety Plan Development
Michele Wudkwyh	FCSD Parent	Health and Safety Plan Development
Denay Wyke	FCSD Parent	Health and Safety Plan Development
John Zilich	FCSD Parent	Health and Safety Plan Development

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:

The Fort Cherry School District Maintenance Department has worked diligently over the summer months to clean, sanitize, and disinfecting all areas for the safe and successful return of all employees and students. All cleaning/disinfecting/sanitizing guidelines from CDC/DOH were followed and will continue to be upheld as our School Buildings reopen. All high traffic and high touch point areas have been identified and procedures for frequent and intense cleaning of those areas are being addressed through this Plan's implementation. Classrooms will be supplied with disinfecting wipes safe for child touch to assist with wipe down of high touch areas in the classroom throughout the day. All cleaning/disinfecting/sanitizing supplies utilized meet OSHA, CDC, and School Code requirements. Additional supplies have been ordered and/or received to keep up with supply and demand once school reopens. Inventory tracking will be of high priority as the District moves into the reopening phase of school programming.

New unit ventilators have been installed, balanced, and commissioned over the last year. Existing unit ventilators have been checked, serviced (if necessary), and commissioned. Unit filters will be changed on a four/six week rotation along with the increase in fresh air integration through new air ventilation system.

All water fountains will be closed through the phased reopening. However, bottle refill stations will remain open. The anticipation of an additional bottle refill station in each building is being procured. Boys' restroom urinals (3 per wall) will be inspected with the probable closure of one urinal (middle unit) per a restroom to assist with social distancing protocols.

The Maintenance Department has been and will continue to be trained in the proper process and procedure for cleaning, disinfecting, and sanitizing. Building Supervisors will conduct regular inspections of all areas to ensure specific procedures are being implemented. All areas have and will continue to be inspected to check quality in relation to cleaning/disinfecting/sanitizing throughout the remainder of the summer and into the reopening stages of each School Building.

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)
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<ul style="list-style-type: none"> • All buildings will be cleaned and disinfected with school-safe commercial grade cleaner • High traffic and touch point areas will be cleaned and disinfected throughout the school day • Nurse’s Office will be disinfected throughout the day as needed • Classroom desks/tables will be wiped in between class changes with safe disinfectant wipes (disinfectant wipes will be available in all learning areas) • During hybrid schedule, deeply disinfect and sanitize all learning areas between student groups of A/B • All building areas will be disinfected and sanitized nightly • Drinking fountains will be closed/bottle filling stations will be available • Hand sanitizing station will be located throughout each school building and located in every learning area • Students will be permitted to bring hand sanitizer to school so long the sanitizer is scent free, 	<ul style="list-style-type: none"> • All buildings will be cleaned and disinfected with school-safe commercial grade cleaner • High traffic and touch point areas will be cleaned and disinfected throughout the school day • Nurse’s Office will be disinfected throughout the day as needed • Classroom desks/tables will be wiped in between class changes with safe disinfectant wipes (disinfectant wipes will be available in all learning areas) • All building areas will be disinfected and sanitized nightly • Drinking fountains will be closed/bottle filling stations will be available • Hand sanitizing station will be located throughout each school building and located in every learning area • Students will be permitted to bring hand sanitizer to school so long the sanitizer is scent free, reducing allergens for those allergy sensitive • New ventilation system will be utilized for heat/air conditioning 	<p>Mr. Jason Dorsch, Director of Facilities</p> <p>Maintenance Department: Maintenance/ Custodian/ Cleaners</p> <p>Mr. Jack Bish Mr. Brett Hoop, Transportation Contractors</p>	<p>Disinfectant/Sanitation Materials/Supplies</p> <p>Filter replacement supplies</p> <p>Training from Vendor(s)/ Contractor(s) on proper cleaning, disinfecting, and sanitizing procedures</p>	<p>Yes</p>

	<ul style="list-style-type: none"> reducing allergens for those allergy sensitive New ventilation system will be utilized for heat/air conditioning <ul style="list-style-type: none"> All classrooms with windows have new unit ventilators as of Fall 2019 All classrooms with existing units prior to Fall 2019 have been checked—dampers have been reviewed to make sure fresh air is being drawn in All unit ventilators will be changed every 30 – 90 days Transportation Contractors have been notified about request for bus sanitation before, during, and after runs <ul style="list-style-type: none"> Complete wipe down of bus surfaces will be conducted in between runs 	<ul style="list-style-type: none"> All classrooms with windows have new unit ventilators as of Fall 2019 All classrooms with existing units prior to Fall 2019 have been checked—dampers have been reviewed to make sure fresh air is being drawn in All unit ventilators will be changed every 30 – 90 days Transportation Contractors have been notified about request for bus sanitation before, during, and after runs <ul style="list-style-type: none"> Complete wipe down of bus surfaces will be conducted in between runs 			
Other cleaning, sanitizing, disinfecting, and ventilation practices	<ul style="list-style-type: none"> Will add air filter/purifier as needed for rooms without windows Boys’ restrooms—2 of 3 urinals will be open due to social distancing...need to cap middle urinal Plexiglass guards will be used in following areas to provide added protection: <ul style="list-style-type: none"> Building Offices Cafeteria Kitchens Table areas where 6 ft is not capable 	<ul style="list-style-type: none"> Will add air filter/purifier as needed for rooms without windows Boys’ restrooms will be retrofitted with shields between urinals Plexiglass guards will be used in following areas to provide added protection: <ul style="list-style-type: none"> Building Offices Cafeteria Kitchens Table areas where 6 ft is not capable 	<p>Mr. Jason Dorsch, Director of Facilities</p> <p>Maintenance Department: Maintenance/ Custodian/ Cleaners</p> <p>Mrs. Patty Fedinetz, Food Service Manager/Mrs. Sally Cowden, Food Service Clerk</p>	Guards/Shield/Air Filters Materials/Supplies	Yes

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:

All learning spaces throughout the District have been evaluated and will be reorganized, to the maximum extent feasible, to implement appropriate social distancing to mitigate the spread of COVID-19. Building schedules and routines (arrival, daily movement, change of classes, recess, lunch, and dismissal) have been evaluated and will be organized to limit individual contact, to implement appropriate social distancing in mitigating the spread of COVID-19, and to provide the best possible school return scenarios under the guidance of CDC, DOH, and PDE.

Large spaces and communal areas will be evaluated for usage based on need, ability to socially distance, and ability to mitigate the spread of COVID-19. Outdoor learning space usage will be encouraged, when possible, to provide fresh air, variation in learning environment, and social distancing. Cafeterias will be arranged, to the maximum extent feasible, to implement appropriate social distancing to mitigate the spread of COVID-19. Elementary Cafeteria will utilize the cafeteria and gymnasium to obtain seating capacity and adequate spacing. The High School will utilize the cafeteria, learning commons, and courtyard (tents) to obtain seating capacity and maximum adequate spacing.

All employees will receive training on appropriate hygiene to mitigate the spread of COVID-19. All employees will work to collaboratively and collectively ensure all students are adhering to proper hygiene protocols throughout the school day. Hygiene practices related to face coverings, hand washing, hand sanitizing, surface disinfecting, limited use of high touch points, and sharing

of materials/resources/equipment will be addressed with employees, students, and parents. In addition, proper use of public restrooms to minimize contact will also be presented.

Signs will be placed around both buildings to reinforce protocols and procedures. Signage will be developmentally appropriate depending on building age group. Each building will have directional procedures in hallways, entrance/exit, food service areas, and all learning settings.

Physical education and recess will be modified and conducted to adhere to social distancing protocols. The Elementary Center's physical education and recess will be conducted with all age groups, to the maximum extent feasible, while adhering to social distancing protocols. At the High School, physical education and health will be combined as a collective program. Students will not be changing clothes for physical education classes, thus locker rooms will not be utilized. Programming will incorporate activities which adhere to social distancing protocols.

To the maximum extent feasible, all resources/materials/equipment will be individually distributed or disinfected between multiple person use. If for any reason, disinfection between use is not feasible, hand washing will occur immediately after use.

Bus transportation will be limited to two (2) students per seat with mask requirement and family members sitting together. Bus loading will entail back to front per bus stop routes during morning run and vice versa for afternoon run. Parent transportation will be encouraged to minimize student count on buses. Procedures will be created to address drop off/pick up times whereby not interfering with bus transit.

Traditional in-person programming shall be determined by number of students per social distancing guidelines; if unable to obtain adequate student numbers for traditional 5 day, hybrid programming will be implemented. The clustering and grouping of faculty, staff, and students will be priority in developing building schedules. Class sizes, schedules, and student groupings will depend on spacing to ensure social distancing, to the maximum extent possible, while implementing limited movement and mitigating exposure.

School visitors and volunteers will not be permitted at this time. Only District personnel, outside consultants, and programming volunteers (approved by the Board) assigned to specific District programming will be permitted in the school buildings.

Procedures for Parent/Guardian access to buildings will be created, communicated, and updated as necessary to align with District safety measures, as well as local, regional, and/or State regulations/mandates.

The District will utilize notification tools, such as, but not limited to Sapphire Notification System (phone, email, text), District Webpage, Social Media, and District email to communicate with all stakeholders. In addition, collaborative communication is currently established with local childcare/daycare/preschools in the area.

Additional health and safety protocols, procedures, requirements may be established as additional guidance is released.

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)
<p>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<ul style="list-style-type: none"> All District learning environments will be arranged to feasibly social distance for face-to-face instruction (most classrooms can have 15-20 at a distance of 5-6 ft distanced) All learning environments will be redesigned to maximize space for feasible social distancing (removal of extra furniture, flex seating, book cases, and potentially teacher desk) All group learning areas will be eliminated to maximize space for social distancing Plexiglass barriers will be used in areas where 6 ft social distancing is not obtainable Students in grades K-8 will be grouped to limit and minimize contact exposure Students in grades K-8 will obtain unified arts/electives in seminar rotations, whereby minimizing contact exposure Students in grades 7-12 will move in patterns to reduce interactions in hallways, large learning areas, and entrances/exits Locker usage will be assessed to implement 6ft social distancing (either use of every two lockers/interval use of lockers) 	<ul style="list-style-type: none"> All District learning environments will be arranged to feasibly social distance for face-to-face instruction (most classrooms can have 15-20 at a distance of 5-6 ft distanced) All learning environments will be redesigned to maximize space for feasible social distancing (removal of extra furniture, flex seating, book cases, and potentially teacher desk) All group learning areas will be eliminated to maximize space for social distancing Plexiglass barriers will be used in areas where 6 ft social distancing is not obtainable Students in grades K-8 will be grouped to limit and minimize contact exposure Students in grades K-8 will obtain unified arts/electives in a seminar rotations, whereby minimizing contact exposure Students in grades 9-12 will move in patterns to reduce interactions in hallways, large learning areas, and entrances/exits Locker usage will be assessed to implement 6ft social distancing (either use of every two lockers/interval use of lockers) 	<p>Building Administration</p> <p>Faculty & Staff</p>	<p>Building Protocol Training: including, but not limited to, attendance, social distancing, health monitoring, hygiene procedures, SEL, programming changes, and the like</p>	<p>Yes</p>

<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<ul style="list-style-type: none"> • Cafeteria areas are expanded to appropriately social distance during lunch period: <ul style="list-style-type: none"> • Elem: Cafeteria/Gym • HS: Cafeteria/ Learning Commons/ Courtyard (tents) • Cafeterias will be structured for one way directional traffic only • Students will be seated by group sections as to keep student bubble group together • Elementary Café will service one class at a time • HS Café will be pre-order system to minimize service lines • Food delivery will be conducted in through self - contained packaging • Breakfast (self-contained packaging): <ul style="list-style-type: none"> • Elem: Multi-location, staggered pick up • HS: Multi-location, staggered pick up • Hybrid Schedule Meal Provisions (self-contained packaging): <ul style="list-style-type: none"> • Elem: Multi-location, staggered pick up • HS: Multi-location, staggered pick up • Cyber Student Meal Provisions <ul style="list-style-type: none"> • Community location pick-up 	<ul style="list-style-type: none"> • Cafeteria areas are expanded to appropriately social distance during lunch period: <ul style="list-style-type: none"> • Elem: Cafeteria/Gym • HS: Cafeteria/ Learning Commons/ Courtyard (tents) • Cafeterias will be structured for one way directional traffic only • Students will be seated by group sections as to keep student bubble group together • Elementary Café will service one class at a time • HS Café will be pre-order system to minimize service lines • Food delivery will be conducted in through self - contained packaging • Breakfast (self-contained packaging): <ul style="list-style-type: none"> • Elem: Multi-location, staggered pick up • HS: Multi-location, staggered pick up • Hybrid Schedule Meal Provision (self-contained packaging): <ul style="list-style-type: none"> • Elem: Multi-location, staggered pick up • HS: Multi-location, staggered pick up • Cyber Students 	<p>Mrs. Patty Fedinetz, Food Service Manager/Mrs. Sally Cowden, Food Service Clerk</p> <p>Building Administration</p> <p>Faculty/Staff</p>	<p>Reorganization of current furniture/ directional signs/ materials for self-containment and off site consumption</p>	<p>No</p>
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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)
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<ul style="list-style-type: none"> • Procedures for hygiene practices will be developed, shared, and implemented per School Nurse • Use of CDC and PA DOH recommendations will be utilized • Elementary Students (K-6) will be instructed on proper hygiene practices including hand washing, sneezing, coughing, mask usage, and sanitizing • Secondary Students (7-12) will be reminded about proper hygiene practices including hand washing, sneezing, coughing, mask usage, and sanitizing • Hand washing and sanitizing practices will be built into the school day (K-12) • Information on proper hygiene will be communicated with parents and community to build a collective understanding (including the importance of mask washing) 	<ul style="list-style-type: none"> • Procedures for hygiene practices will be developed, shared, and implemented per School Nurse • Use of CDC and PA DOH recommendations will be utilized • Elementary Students (K-6) will be instructed on proper hygiene practices including hand washing, sneezing, coughing, mask usage, and sanitizing • Secondary Students (7-12) will be reminded about proper hygiene practices including hand washing, sneezing, coughing, mask usage, and sanitizing • Hand washing and sanitizing practices will be built into the school day (K-12) • Information on proper hygiene will be communicated with parents and community to build a collective understanding (including the importance of mask washing) 	<p>School Nurse (K-12)/ Building Nurse (K-6)</p> <p>Building Administration</p> <p>Faculty/Staff</p>	<p>District and State Hygiene Protocols/ Signage</p>	<p>Yes</p>

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)
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<ul style="list-style-type: none"> • Signage will be procured for all buildings to reinforce protocols and procedures • Signage will be developmentally appropriate depending on building • Directional Hallways, Entrance/Exit, Cafeteria, and Learning Settings 	<ul style="list-style-type: none"> • Signage will be procured for all buildings to reinforce protocols and procedures • Signage will be developmentally appropriate depending on building • Directional Hallways, Entrance/Exit, Cafeteria, and Learning Settings 	<p>Director of Facilities/ Business Manager</p> <p>Building Administration</p> <p>School Nurse (K-12)/ Building Nurse (K-6)</p>	<p>Signage</p>	<p>No</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<ul style="list-style-type: none"> • No visitors permitted • District personnel and outside consultants assigned to District for programming • Only authorized volunteers approved by Board for District programming will be permitted • Procedures for parent/guardian access to buildings will be created, communicated, and updated as necessary to align with District safety measures, Local & State regulations or mandates 	<ul style="list-style-type: none"> • No visitors permitted • District personnel and outside consultants assigned to District for programming • Only authorized volunteers approved by Board for District programming will be permitted • Procedures for parent/guardian access to buildings will be created, communicated, and updated as necessary to align with District safety measures, Local & State regulations or mandates 	<p>District Admin Team</p> <p>Faculty & Staff</p>	<p>District and State Visitor Protocols</p>	<p>No</p>

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)
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<ul style="list-style-type: none"> • PA DOH/CDC recommendations/ mandates will drive planning and programming • Physical education programming will be conducted through adhering to social distancing requirements and the use of outdoor spaces as much as possible • Recess will be conducted through adhering to social distancing requirements and the use of outdoor spaces as much as possible • Use of equipment will be monitored to mitigate multiple student usage • Equipment will be disinfected/sanitized per PDE/DOH/CDC guidelines 	<ul style="list-style-type: none"> • PA DOH/CDC recommendations/ mandates will drive planning and programming • Physical education programming will be conducted through adhering to social distancing requirements and the use of outdoor spaces as much as possible • Recess will be conducted through adhering to social distancing requirements and the use of outdoor spaces as much as possible • Use of equipment will be monitored to mitigate multiple student usage • Equipment will be disinfected/sanitized per PDE/DOH/CDC guidelines 	<p>Director of Facilities/Business Manager</p> <p>Building Administration</p> <p>Faculty & Staff</p>	<p>District and State Protocols</p>	<p>Yes</p>

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)
Limiting the sharing of materials among students	<ul style="list-style-type: none"> Materials/resources will be distributed to ensure individual usage between disinfecting If materials/resources are not able to be provided individually, procedures will be implemented to ensure proper disinfecting between users or uses All students enrolled K-12 will be provided electronic device for use throughout the school year; K-2 iPad; 3-12 Chromebook Minimize use of paper/resource to decrease exchange between individuals (including teacher/child/family) 	<ul style="list-style-type: none"> Materials/resources will be distributed to ensure individual usage between disinfecting If materials/resources are not able to be provided individually, procedures will be implemented to ensure proper disinfecting between users or uses All students enrolled K-12 will be provided electronic device for use throughout the school year; K-2 iPad; 3-12 Chromebook Minimize use of paper/resource to decrease exchange between individuals (including teacher/child/family) 	Director of Facilities/Business Manager Building Administration Faculty & Staff	District and State Protocols Disinfectant/Sanitation Supplies	Yes
Staggering the use of communal spaces and hallways	<ul style="list-style-type: none"> All building schedules will be developed to ensure social distance, limit movement, and provide specific directional orientation of large communal spaces and hallways, to maximum extent feasible 	<ul style="list-style-type: none"> All building schedules will be developed to ensure social distance, limit movement, and provide specific directional orientation of large communal spaces and hallways, to maximum extent feasible 	Building Administration Faculty & Staff	District and State Protocols	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	<ul style="list-style-type: none"> Daily transportation of students will be provided <ul style="list-style-type: none"> Masks must be worn 2 students per seat Family members will be seated together Bus will be filled from back to front per bus stop schedule Elementary Runs may have additional adult monitor Parent transportation will be encouraged; drop off/pick protocols will be implemented as not to interfere with bus traffic on campus Student driving will be supported for all appropriately aged children 	<ul style="list-style-type: none"> Daily transportation of students will be provided <ul style="list-style-type: none"> Masks must be worn 2 students per seat Family members will be seated together Bus will be filled from back to front per bus stop schedule Elementary Runs may have additional adult monitor Parent transportation will be encouraged; drop off/pick protocols will be implemented as not to interfere with bus traffic on campus Student driving will be supported for all appropriately aged children 	<p>Mr. Dan Mayer, Transportation Coordinator</p> <p>District Admin Team</p> <p>Mr. Jack Bish Mr. Brett Hoop, Transportation Contractors</p> <p>Bus Drivers</p> <p>Bus Monitors (if applicable)</p> <p>Parents</p>	<p>District Procedures/Protocols</p>	<p>No, just communication of procedures/protocols</p>

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)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<ul style="list-style-type: none"> Traditional in-person programming shall be determined by number of students per social distancing guidelines/if unable to obtain hybrid programming will be implemented The clustering and grouping of faculty, staff, and students will be priority in developing building schedules Class sizes will depend on spacing to ensure social distancing to the maximum extent possible Building schedules will attempt to limit movement and exposure of students Classroom and student schedules will be developed to create groups of students to minimize interactions and exposure 	<ul style="list-style-type: none"> Traditional in-person programming shall be determined by number of students per social distancing guidelines/if unable to obtain hybrid programming will be implemented The clustering and grouping of faculty, staff, and students will be priority in developing building schedules Class sizes will depend on spacing to ensure social distancing to the maximum extent possible Building schedules will attempt to limit movement and exposure of students Classroom and student schedules will be developed to create groups of students to minimize interactions and exposure 	Building Administration Faculty & Staff	Building Protocol Training: including, but not limited to, attendance, social distancing, health monitoring, hygiene procedures, SEL, programming changes, and the like	Yes
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	<ul style="list-style-type: none"> Collaborative communication is currently established with local childcare/day care/ preschools in the area 	<ul style="list-style-type: none"> Collaborative communication is currently established with local childcare/day care/ preschools in the area 	District Admin Team	Notification System	No

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 social distancing and safety practices	<ul style="list-style-type: none"> Additional health and safety procedures and protocols may be established as additional guidance/mandates are received from PDE, DOH, and CDC 	<ul style="list-style-type: none"> Additional health and safety procedures and protocols may be established as additional guidance/mandates are received from PDE, DOH, and CDC 	District Admin Team	New procedures/protocols/guidance/mandates	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:

All individuals (adult or child) entering a school building shall conduct a self-screening for symptoms at home each morning before the school day. Any individual (adult or child) exhibiting symptoms related to COVID-19 shall not attend school, including bus transportation and/or picking up or dropping off of items at a building site. *If temperature screening is mandated by DOH, then screenings will be conducted at bus stop/building entrance*

If any individual (adult or child) exhibits symptoms during the school day, screening by School Nurse will be conducted. If isolation is necessary, the individual will remain in the “sick” area of the Health Suite while arrangements to leave are made. All Faculty/Staff will be trained as to “look/listen for” related to symptoms and exposure history. Regional, state, and federal guidelines will be used to determine return of any individual (adult/child). In addition, collaboration with regional and PA DOH will be employed. The PA DOH state hot line contact number is 877-PA-Health (877-724-3258).

The District will utilize notification tools, such as, but not limited to Sapphire Notification System (phone, email, text), District Webpage, Social Media, and District email to communicate with all stakeholders.

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)
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<ul style="list-style-type: none"> Self-screening for symptoms will be completed at home each morning by all Faculty, Staff, and Children (by Parents/ Guardians) before the school day Any individual (adult or child) exhibiting symptoms related to COVID 19 shall not attend school, including bus transportation and/or picking up or dropping off items If any individual (adult or child) exhibits symptoms during the school day, screening by school nurse will be conducted; potential isolation while arrangements to leave are made All Faculty/Staff will be trained as to “look/listen for” related to symptoms and exposure history <p><i>**If temperature screening is mandated by DOH, then screenings will be conducted at bus stop/building entrance</i></p>	<ul style="list-style-type: none"> Self-screening for symptoms will be completed at home each morning by all Faculty, Staff, and Children (by Parents/ Guardians) before the school day Any individual (adult or child) exhibiting symptoms related to COVID 19 shall not attend school, including bus transportation and/or picking up or dropping off items If any individual (adult or child) exhibits symptoms during the school day, screening by school nurse will be conducted; potential isolation while arrangements to leave are made All Faculty/Staff will be trained as to “look/listen for” related to symptoms and exposure history <p><i>**If temperature screening is mandated by DOH, then screenings will be conducted at bus stop/building entrance</i></p>	<p>District Admin Team</p> <p>School Nurse (K-12)/ Building Nurse (K-6)</p> <p>All Employees</p> <p>Parents</p>	<p>District and State Procedures/Protocols</p>	<p>Yes</p>

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)
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	<ul style="list-style-type: none"> Procedures (supported by DOH/CDC) will be established to address isolating and quarantining an individual (adult/child), who may become ill, develops symptom(s), or articulates a history of exposure Any individual who becomes ill, develops symptom(s), or articulates a history of exposure will be sent home as soon as possible 	<ul style="list-style-type: none"> Procedures (supported by DOH/CDC) will be established to address isolating and quarantining an individual (adult/child), who may become ill, develops symptom(s), or articulates a history of exposure Any individual who becomes ill, develops symptom(s), or articulates a history of exposure will be sent home as soon as possible 	School Nurse (K-12)/ Building Nurse (K-6) Building Admin	District and State Procedures/Protocols	Yes
* Returning isolated or quarantined staff, students, or visitors to school	<ul style="list-style-type: none"> Regional, state, and federal guidelines will be used to determine isolation, quarantine, and return of any individual (adult/child) 	<ul style="list-style-type: none"> Regional, state, and federal guidelines will be used to determine isolation, quarantine, and return of any individual (adult/child) 	School Nurse (K-12)/ Building Nurse (K-6) Building Admin	District and State Procedures/Protocols	Yes
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<ul style="list-style-type: none"> Utilization of the District notification tools, such as, but not limited to Sapphire Notification System (phone, email, text), District Webpage, Social Media, and District email to communicate with all stakeholders 	<ul style="list-style-type: none"> Utilization of the District notification tools, such as, but not limited to Sapphire Notification System (phone, email, text), District Webpage, Social Media, and District email to communicate with all stakeholders 	District Admin Team	District and State Procedures/Protocols	No
Other monitoring and screening practices	<ul style="list-style-type: none"> Additional health and safety monitoring and/or screening procedures/ protocols may be established as additional guidance/mandates are received from PDE, DOH, and CDC 	<ul style="list-style-type: none"> Additional health and safety monitoring and/or screening procedures/ protocols may be established as additional guidance/mandates are received from PDE, DOH, and CDC 	District Admin Team	District and State Procedures/Protocols	Yes, if applicable

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:

District Administration will work with employees and families to identify those considered high risk. For District employees, such supports as Families First Act, FLMA, and/or reasonable accommodations may be enacted. For Students, such supports as 504, IEP, and/or emergency health plan may be enacted to address individual needs. Health suites will be organized to provide a well & sick area to mitigate exposure. All individuals (adult/child) entering the school buildings will be required to perform a symptom check each morning to mitigate the spread of COVID-19. At this time, face coverings are mandatory per DOH order. If DOH order is waived, face covering requirements will be reviewed. Unique safety protocols for students with complex needs or other vulnerable individuals will be determined on case by case basis depending on specific individual situations. Specific plans, protocols, and procedures will be implemented, to the maximum extent feasible, to address individual needs. Faculty/Staff will be assigned per State/District requirements while aligning personnel to meet the needs of all learners in during this unprecedented time. Faculty/Staff will be encouraged to remain flexible, adaptable, and accommodating. Due to increased need for additional services, there is a strong possibility for the addition of daylight cleaners, elementary bus monitors, and food service personnel.

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)
<p>* Protecting students and staff at higher risk for severe illness</p>	<ul style="list-style-type: none"> • Identification of Staff/Students that may be considered high risk • Families First Act/FLMA/ reasonable accommodations will be enacted as applicable • Health suites will be organized to provide a well & sick area to mitigate exposure • All individuals (adult/child) entering the school buildings will be required to perform symptom check each morning • If deemed mandatory by PA DOH, temperature checks will be implemented at bus/building entrance 	<ul style="list-style-type: none"> • Identification of Staff/Students that may be considered high risk • Families First Act/FLMA/ reasonable accommodations will be enacted as applicable • Health suites will be organized to provide a well & sick area to mitigate exposure • All individuals (adult/child) entering the school buildings will be required to perform symptom check each morning 	<p>Ms. Dawn Smith, Director of Pupil Services</p> <p>Mrs. Jess Drylie, Business Manager</p> <p>District Admin Team</p> <p>All Employees</p>	<p>District and State Procedures/Protocols</p>	<p>Yes</p>
<p>* Use of face coverings (masks or face shields) by all staff</p>	<ul style="list-style-type: none"> • Face coverings are mandatory per DOH order • If DOH order is waived, face covering requirements will be reviewed 	<ul style="list-style-type: none"> • Face coverings are mandatory per DOH order • If DOH order is waived, face covering requirements will be reviewed 	<p>District Admin Team</p> <p>All Employees</p>	<p>PA DOH Order</p>	<p>Yes</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<ul style="list-style-type: none"> • Face coverings are mandatory per DOH order • If DOH order is waived, face covering requirements will be reviewed 	<ul style="list-style-type: none"> • Face coverings are mandatory per DOH order • If DOH order is waived, face covering requirements will be reviewed 	<p>Building Admin</p> <p>Faculty/Staff</p> <p>Students/Parents</p>	<p>PA DOH Order</p>	<p>Yes</p>

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)
Unique safety protocols for students with complex needs or other vulnerable individuals	<ul style="list-style-type: none"> Unique safety protocols for students with complex needs or other vulnerable individuals will be determined on case by case basis depending on specific individual situations Specific plans, protocols, and procedures will be implemented to the maximum extent feasible to address individual needs 	<ul style="list-style-type: none"> Unique safety protocols for students with complex needs or other vulnerable individuals will be determined on case by case basis depending on specific individual situations Specific plans, protocols, and procedures will be implemented to the maximum extent feasible to address individual needs 	<p>Ms. Dawn Smith, Director of Pupil Services</p> <p>District Admin Team</p> <p>Faculty/Staff</p>	<p>IDEA</p> <p>District and State Procedures/Protocols</p>	Yes
Strategic deployment of staff	<ul style="list-style-type: none"> Faculty/Staff will be assigned per State/District requirements while aligning personnel to meet the needs of all learners in during this unprecedented time Faculty/Staff will be encouraged to remain flexible, adaptable, and accommodating Possible addition of daylight cleaner, elementary bus monitors, and food service personnel 	<ul style="list-style-type: none"> Faculty/Staff will be assigned per State/District requirements while aligning personnel to meet the needs of all learners in during this unprecedented time Faculty/Staff will be encouraged to remain flexible, adaptable, and accommodating Possible addition of daylight cleaner, elementary bus monitors, and food service personnel 	<p>District Admin Team</p> <p>Employees</p>	<p>District and State Procedures/Protocols</p>	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
Signs/Symptoms of COVID-19; Proper Hygiene	All Employees/ Parents/Students	District School Nurse	Faculty Meetings (face-face/virtual)	Symptom lists/ Screening forms	August 2020	Ongoing
Student Information System (Sapphire)	All Academic Faculty/Staff	FC Training Team	Faculty Training (face-face/virtual)	Access to system	August 2020	Review/Update as needed
Fusion Flex (digital lesson repository/online curricular programming)	All Academic Faculty/Staff	FC Training Team	Faculty Training (face-face/virtual)	Access to system	August 2020	Review/Update as needed
Digital Learning Strategies (live streaming, google classroom, and the like)	All Academic Faculty/Staff	FC Training Team	Faculty Training (face-face/virtual)	Access to system	August 2020	Review/Update as needed
SAP/ESAP/Mental Health First Aid	All Academic Faculty/Staff	Certified Regional Trainers	Regional Based (face-face/virtual)	Resource Booklet	August 2020	Review/Update as needed

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Building Protocols—attendance, social distancing, health monitoring, hygiene procedures, SEL, programming changes, and the like	All Academic Faculty/Staff	Superintendent/ Building Principals (specific Faculty Leads as needed)	Faculty Meetings	Teacher/Student Handbooks, Protocol Sheets, H&S Plan, Digital Learning Plan	August 24-28	Review/Update as needed
Disinfecting/Sanitation Protocols	Maintenance Department	Director of Facilities/ Regional Trainer	In-person training	TBA	August 2020	Review/Update as needed
Food Service Safety/COVID 19 Safety Procedures	Food Service Department	Cafeteria Manager	In-person training	Safety Handbook	August 5 & 6	Review/Update as needed
Safety & Security Procedures	SPO/SRO	Chief Buchowski	In-person training	Teacher/Student Handbooks, Protocol Sheets	August 2020	Review/Update as needed
Transportation H&S Guidelines (social distancing, sanitation, and safety)	Bus Contractors/Drivers	Transportation Coordinator/Admin	In-person training	Info Sheets	August 2020	Review/Update as needed
Technology Usage	Students	Building Principal/Teachers	Face-face/Virtual	Info Sheets	August 24 – September 4	Review/Update as needed

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
Health and Safety (H&S) Plan	All Stakeholders	Superintendent	Notification System (email/call) District Website	After Board Approval (July 21, 2020)	Ongoing as modifications are made
Student Registration Form for Available 20-21 School Programming	Parents	Superintendent	Notification System (email/call) District Website	July 21, 2020	July 31, 2020
Health and Safety Guidance	Employees/Parents/Students	Administration	Notification System (email/call) District Website In Person Presentations	July 21, 2020	Ongoing as modifications are made
Traditional Education Protocols implementing all H&S Guidance	Employees/Parents/Students	Administration	Notification System (email/call) District Website In Person Presentations	July 21, 2020	Ongoing as modifications are made
Cyber Education Protocols implementing all H&S Guidance	Employees/Parents/Students	Administration	Notification System (email/call) District Website In Person Presentations	July 21, 2020	Ongoing as modifications are made

Health and Safety Plan Summary: Fort Cherry School District

Anticipated Launch Date: July 21, 2020 (First Day of School August 31, 2020)

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
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>The Fort Cherry School District Maintenance Department has worked diligently over the summer months to clean, sanitize, and disinfecting all areas for the safe and successful return of all employees and students. All cleaning/sanitizing guidelines from CDC/DOH were followed and will continue to upheld as our school buildings reopen.</p> <p>All disinfecting/sanitizing supplies meet OSHA, CDC, and School Code requirements. Additional supplies have been ordered and/or received to keep up with supply and demand once school opens. Inventory tracking will be of high priority as we move into the re-opening phase of school programming.</p> <p>All areas have and will continue to be inspected with follow-up cleaning and sanitizing as needed throughout remainder of the summer and during the re-opening stages of the school buildings.</p> <p>All new unit ventilators, have been installed, balanced, and commissioned. All existing unit ventilators have been checked, serviced (if necessary), and commissioned. Unit filters will be changed on a four to six week basis along with increase in fresh air integration through new air ventilation system.</p> <p>All high traffic and touch point areas have been identified and procedures for frequent and intense cleaning of those areas are being addressed through H&S Plan implementation. Classrooms will be supplied with disinfecting wipes safe for</p>

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	<p>child touch to assist with wipe down of classroom areas throughout the day.</p> <p>All water fountains will be closed; however, bottle refill stations will remain open. The anticipation of an additional bottle refill station in each building is being</p> <p>Boys' restroom urinals (3 per wall) will be inspected with the probable closure of one urinal (middle unit) per a restroom to assist with social distancing protocols.</p> <p>The Maintenance Department have been and will continue to be trained in the proper process and procedure for cleaning, disinfecting, and sanitizing methods. Building Supervisors will conduct regular inspections of all areas to ensure specific guidelines are being implemented.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible * Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms * 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 	<p>BUILDING/LEARNING SPACES: All learning spaces throughout the District have been evaluated and will be reorganized, to the maximum extent feasible, to implement appropriate social distancing to mitigate the spread of COVID-19.</p> <p>Building schedules and routines (arrival, daily movement, change of classes, recess, lunch, and dismissal) have been evaluated and will be organized to limit individual contact, implement appropriate social distancing to mitigate the spread of COVID-19, to provide best possible school return scenarios under the provided CDC, DOH, and PDE guidance.</p> <p>Large spaces and communal areas will be evaluated for usage based on need, ability socially distance, and mitigation of spread of COVID-19.</p>

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<p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p> <p>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<p>Outdoor learning spaces will be encouraged, when possible, to provide fresh air, variation in learning environment, and social distancing.</p> <p>Cafeterias will be arranged, to the maximum extent feasible, to implement appropriate social distancing to mitigate the spread of COVID-19. Elementary Cafeteria will utilize the cafeteria and gymnasium to obtain seating capacity and adequate spacing. The High School will utilize the cafeteria, learning commons, and courtyard (tents) to obtain seating capacity and maximum adequate spacing.</p> <p>HYGIENE: All employees will receive training on appropriate hygiene to mitigate the spread of COVID-19. All employees will work to collaboratively and collectively ensure all students are adhering to proper hygiene protocols throughout the school day. Hygiene practices related to face coverings, hand washing, hand sanitizing, surface disinfecting, limited use of high touch points, and sharing of materials/resources/equipment will be addressed with employees, students, and parents. In addition, proper use of public restrooms to minimize high contact areas will also be presented.</p> <p>SIGNAGE: Signs will be placed around all buildings to reinforce protocols and procedures. Signage will be developmentally appropriate depending on building age group. Each building will have directional hallways, entrance/exit, food service areas, and all learning settings.</p> <p>PHYSICAL EDUCATION/RECESS: Elementary (K-6): Physical education and recess will be conducted to the maximum extent possible with adhering to social distancing protocols.</p> <p>High School (7-12): Physical education and Health will be combined as collective programming. Students will not be changing clothes for physical education classes, thus locker</p>

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	<p>rooms will not be utilized. Programming will incorporate activities which adhere to social distancing protocols.</p> <p>SHARING OF MATERIALS: To the maximum extent possible, all resources/materials/equipment will be individually distributed or disinfected in between multiple person use. If for any reason, disinfection between use if unable to be conducted, hand washing will occur immediately after use.</p> <p>TRANSPORTATION: Bus transportation will be limited to 2 students per seat with mask requirement and families sitting together. Bus loading will entail back to front per bus stop routes.</p> <p>Parent transportation will be encouraged to minimize student count on buses. Procedures will be created to address drop off/pick up times whereby to not interfere with bus transit.</p> <p>SCHOOL BUILDING SCHEDULE: Traditional in-person programming shall be determined by number of students per social distancing guidelines/if unable to obtain, hybrid programming will be implemented. The clustering and grouping of faculty, staff, and students will be priority in developing building schedules. Class sizes, schedules, and student groupings will depend on spacing to ensure social distancing, to the maximum extent possible, while implementing limited movement and mitigating exposure.</p> <p>SCHOOL VISITORS: School visitors and volunteers will not be permitted at this time. Only District personnel, outside consultants, and programing volunteers (approved by the Board) assigned to District for programming will be permitted in building.</p> <p>Procedures for Parent/Guardian access to buildings will be created, communicated, and updated as necessary to align with</p>

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	<p>District safety measures and local, regional, and/or State regulations/mandates.</p> <p>COMMUNICATION: The District will utilize notification tools, such as, but not limited to Sapphire Notification System (phone, email, text), District Webpage, Social Media, and District email to communicate with all stakeholders. In addition, collaborative communication is currently established with local childcare/daycare/preschools in the area.</p> <p>ADDITIONAL SAFETY PRACTICES: Additional health and safety protocols, procedures, requirements may be established as additional guidance/mandates are received from PDE, DOH, and CDC.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>HEALTH MONITORING: All individuals (adult or child) entering a school building shall conduct a self-screening for symptoms at home each morning before the school day. Any individual (adult or child) exhibiting symptoms related to COVID-19 shall not attend school, including bus transportation and/or picking up or dropping off items at building site. <i>If temperature screening is mandated by DOH, then screenings will be conducted at bus stop/building entrance</i></p>

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	<p>If any individual (adult or child) exhibits symptoms during the school day, screening by School Nurse will be conducted. If isolation is necessary, the individual will remain in the “sick” area of the Health Suite while arrangements to leave are made.</p> <p>All Faculty/Staff will be trained as to “look/listen for” related to symptoms and exposure history.</p> <p>RETURN TO SCHOOL BUILDING: Regional, state, and federal guidelines will be used to determine return of any individual (adult/child).</p> <p>In addition, collaboration with regional and PA DOH will be employed. The state hot line is 877-PA-Health (877-724-3258).</p> <p>NOTIFICATION: The District will utilize notification tools, such as, but not limited to Sapphire Notification System (phone, email, text), District Webpage, Social Media, and District email to communicate with all stakeholders.</p>

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>HIGH RISK INDIVIDUALS: District Administration will work with employees and families to identify those considered high risk. For District employees, such supports as Families First Act, FLMA, and/or reasonable accommodations may be enacted. For Students, such supports as 504, IEP, and/or emergency health plan may be enacted.</p> <p>Health suites will be organized to provide a well & sick area to mitigate exposure. All individuals (adult/child) entering the school buildings will be required to perform symptom check each morning to mitigate the spread of COVID-19.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Strategic deployment of staff</p>	<p>FACE COVERINGS: At this time, face coverings are mandatory per DOH order. If DOH order is waived, face covering requirements will be reviewed.</p> <p>COMPLEX/VULNERABLE INDIVIDUALS: Unique safety protocols for students with complex needs or other vulnerable individuals will be determined on case by case basis depending on specific individual situations. Specific plans, protocols, and procedures will be implemented, to the maximum extent feasible, to address individual needs.</p> <p>STAFF DEPLOYMENT: Faculty/Staff will be assigned per State/District requirements while aligning personnel to meet the needs of all learners in during this unprecedented time. Faculty/Staff will be encouraged to remain flexible, adaptable, and accommodating Due to increased need for additional services, there is a strong possibility for the addition of daylight cleaners, elementary bus monitors, and food service personnel.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Fort Cherry School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 20, 2020**.

The plan was approved by a vote of:

Yes

No

Affirmed on: **July 20, 2020**

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.