



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: **SOUTH WESTERN 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, congregated 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.

This plan represents the work of a district wide planning committee who reviewed and included suggestions from national, state, local school districts/organizations, and community surveys as we assembled our recommendation. It is a document that is fluid and may be subject to change as we begin and progress through the 2020-21 school year.

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).
- X 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): August 24, 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) |
|----------------|---|--|
| Jay Burkhart | Superintendent | Both |
| Daniel Hartman | Assistant Superintendent | Both |
| Karen Kuntz | Director of Safety, Security and Accountability | Both |
| Rob Freil | Director of Curriculum | Both |
| Robin Hamme | Director of Special Education | Both |
| Mary Kay Kelly | Elementary Supervisor | Both |

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| Brian Cromer | Elementary Principal | Both |
| Eric Klanskek | Elementary Principal | Both |
| Eric Seibel | Elementary Principal | Both |
| Rebecca Cortina | Elementary Assistant Principal | Both |
| Gini Neiderer | Elementary Assistant Principal | Both |
| Mark Snitzer | Elementary Assistant Principal | Both |
| Keith Downs | High School Principal | Both |
| Judy Berryman | High School Assistant Principal | Both |
| Ryan Melhorn | High School Assistant Principal | Both |
| Stephen Speck | Athletic Director | Both |
| Jeffrey Smale | EHMMS Principal | Both |
| Lori Billman | EHMMS Assistant Principal | Both |
| RJ Long | EHMMS Assistant Principal | Both |
| Jeffrey Mummert | Business Administrator | Both |
| Doug Fuhrman | Director of Accounting Services | Both |
| Chuck Baumgardner | Director of Transportation | Both |
| Doug Greenholt | Director of Technology | Both |
| Nathan Osborne | Director of Facilities | Both |
| Crystal Gauss | Director of Food Services | Both |
| Barry Lauchman | Maintenance Supervisor | Both |
| Marie Arambulo | Custodial Supervisor | Both |
| Lisa Duke | Central Registration | Health and Safety Plan |
| Holly Plesic | Baresville Office Staff | Health and Safety Plan |
| Toshia Brodbeck | SWHS Teacher | Health and Safety Plan |
| Mike Renoll | SWHS Teacher | Health and Safety Plan |
| Allen Bittinger | SWHS Counselor | Health and Safety Plan |
| Kayton Wilson | EHMMS Teacher | Health and Safety Plan |
| Alicia Amspacher | EHMMS Teacher | Health and Safety Plan |

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| Heather Cole | Baresville Elementary Teacher | Health and Safety Plan |
| Kayla Steffens | Park Hills Elementary Teacher | Health and Safety Plan |
| Joe Mummert | Manheim Elementary Teacher | Health and Safety Plan |
| Erin Harman | Baresville Para-educator | Health and Safety Plan |
| Linda Potter | SWHS Parent | Health and Safety Plan |
| Rachel Bodvin | EHMMS Parent | Health and Safety Plan |
| Jennifer Krichten | EHMMS Parent | Health and Safety Plan |
| Erin Ricker | Manheim Parent | Health and Safety Plan |
| Lori Colgan | Baresville Parent | Health and Safety Plan |
| Kristen Petry | WM Parent | Health and Safety Plan |
| Magan Wantz | PH Parent | Health and Safety Plan |
| Ray Mummert | Board Member | Health and Safety Plan |
| Amanda Yiengst | Board Member | Health and Safety Plan |
| Ann Rinker | Board Member | Health and Safety Plan |
| Clint Wright | Board Member | Health and Safety Plan |
| Mandy Weaver | Business Owner | Health and Safety Plan |
| Dr. Carol Freer | Physician | Health and Safety Plan |

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?

| 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> | <p>Mandated staff use of PPE while cleaning buildings – including masks/face shields, and gloves</p> <p>Maintain social distancing where feasible and provide increased opportunities for hygiene practices</p> <p>Ongoing cleaning of high touch areas throughout buildings and buses</p> <p>Compliance with all CDC and PA Dept. of Health Guidelines for schools.</p> <p>Provide students and staff with alternatives to communal water fountains</p> | <p>Mandated staff use of PPE while cleaning buildings – including masks/face shields, and gloves</p> <p>Maintain social distancing where feasible and provide increased opportunities for hygiene practices</p> <p>Ongoing cleaning of high touch areas throughout buildings and buses</p> <p>Compliance with all CDC and PA Dept. of Health Guidelines for schools.</p> <p>Provide students and staff with alternatives to communal water fountains</p> | <p>Nathan Osborne, Director of Facilities</p> <p>Building Principals</p> <p>Marie Arambulo, Custodial Supervisor</p> | <p>Adequate PPE</p> <p>CDC guidance/resources</p> <p>Increased cleaning practices</p> <p>Random cleanliness check completed by Custodial Supervisor.</p> <p>Random inspections completed by all district administrators.</p> | |

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| | <p>Adhere to daily and weekly COVID-19 cleaning practices throughout the district as specified by COVID-19 best practices.</p> <p>Run building HVAC systems at occupied settings two hours beyond the school day until January 1, 2021 (will be revisited on a regular basis)</p> <p>Increase percentage of outside air in the classrooms as practical until further notice.</p> <p>In the event of a suspected or confirmed COVID-19 case in any district building, the area will be closed for a period of 24 hours and district staff will complete a deep clean according to CDC guidelines. Depending on the area of the building impacted, this may result in the closure of the building until all protocols are met by the district.</p> <p>Any area identified as an isolation area will be disinfected and sanitized according to CDC guidelines. (The district will identify a minimum of 2 isolation areas for each building)</p> | <p>Adhere to daily and weekly COVID-19 cleaning practices throughout the district as specified by COVID-19 best practices.</p> <p>Run building HVAC systems at occupied settings two hours beyond the school day until January 1, 2021 (will be revisited on a regular basis)</p> <p>Increase percentage of outside air in the classrooms as practical until further notice.</p> <p>In the event of a suspected or confirmed COVID-19 case in any district building, the area will be closed for a period of 24 hours and district staff will complete a deep clean according to CDC guidelines. Depending on the area of the building impacted, this may result in the closure of the building until all protocols are met by the district.</p> <p>Any area identified as an isolation area will be disinfected and sanitized according to CDC guidelines. (The district will identify a minimum of 2 isolation areas for each building)</p> | | | |
| <p>Other cleaning, sanitizing, disinfecting,</p> | <p>District buses will be sanitized according to CDC guidelines at the</p> | <p>District buses will be sanitized according to CDC guidelines at the</p> | <p>Nathan Osborne,</p> | <p>Bus Drivers, Custodians and</p> | <p>Safe Schools Modules</p> |

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| <p>and ventilation practices</p> | <p>conclusion of each elementary and secondary bus run (AM and PM routes) (4x a day)</p> <p>Classrooms and common areas of the building will complete fresh air exchanges as often as possible through the use of district ventilation systems.</p> <p>Roof vents and windows on district buses will be left open at least 1 inch during routes, as long as feasible and does not present a heating or cooling issue.</p> | <p>conclusion of each elementary and secondary bus run (AM and PM routes) (4x a day)</p> <p>Classrooms and common areas of the building will complete fresh air exchanges as often as possible through the use of district ventilation systems.</p> <p>Roof vents and windows on district buses will be left open at least 1 inch during routes, as long as feasible and does not present a heating or cooling issue.</p> | <p>Director of Facilities</p> <p>Chuck Baumgardner, Director of Transportation</p> <p>Marie Arambulo, Custodial Supervisor</p> | <p>Maintenance Personnel</p> | <p>on disinfecting and sanitizing</p> |
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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?

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| | <p>All non-district issued soft surface furniture/carpeting will be removed from the classrooms until further notice.</p> <p>Classroom and restroom entry doors will remain open during the school day to prevent students and staff from touching the door each time they enter or exit the room.</p> | <p>One-way hallways will be created throughout the buildings as much as possible.</p> <p>All non-district issued soft surface furniture/carpeting will be removed from the classrooms until further notice.</p> <p>Classroom and restroom entry doors will remain open during the school day to prevent students and staff from touching the door each time they enter or exit the room.</p> | | | |
| <p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p> | <p>Hand sanitizer will be available to all students and staff in the cafeteria prior to and after eating.</p> <p>Discontinue use of student vending machines in district buildings.</p> <p>Meal condiments and utensils will be available in prepackaged form to students who are purchasing a school meal. Meal condiments and utensils will not be available to students who are bringing their meals from home.</p> <p>All meal components will be served to students by cafeteria staff when applicable.</p> <p>Student dining areas will be cleaned</p> | <p>Hand sanitizer will be available to all students and staff in the cafeteria prior to and after eating.</p> <p>Discontinue use of student vending machines in district buildings.</p> <p>Meal condiments and utensils will be available in prepackaged form to students who are purchasing a school meal. Meal condiments and utensils will not be available to students who are bringing their meals from home.</p> <p>All meal components will be served to students by cafeteria staff when applicable.</p> | <p>Building Principals</p> <p>Crystal Gauss, Director of Food Services</p> | <p>Prepackaged condiments, cleaning supplies</p> | <p>Y</p> |

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| | <p>between lunch periods as practical.</p> <p>Parents must use the district payment portal (School Café) to deposit all student cafeteria funds until further notice. The district will refund families the deposit fee incurred from School Café.</p> <p>Teachers will be encouraged to use outdoor classrooms/settings as much as possible.</p> <p>All outside agency and district affiliated groups use of district facilities will be suspended until further notice.</p> | <p>Student dining areas will be cleaned between lunch periods as practical.</p> <p>Parents must use the district payment portal (School Café) to deposit all student cafeteria funds until further notice. The district will refund families the deposit fee incurred from School Café.</p> <p>Teachers will be encouraged to use outdoor classrooms/settings as much as possible.</p> <p>All outside agency and district affiliated groups use of district facilities will be suspended until further notice.</p> | | | |
| <p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> | <p>Staff will be trained in healthy hygiene practices in order to instruct students in proper practices.</p> <p>Provide students and staff access to facilities with soap and water to wash hands per CDC guidelines after using the restroom, sneezing, coughing, and blowing of their nose. Students will also have access to hand sanitizers with the recommended percentage of alcohol.</p> | <p>Staff will be trained in healthy hygiene practices in order to instruct students in proper practices.</p> <p>Provide students and staff access to facilities with soap and water to wash hands per CDC guidelines after using the restroom, sneezing, coughing, and blowing of their nose. Students will also have access to hand sanitizers with the recommended percentage of alcohol.</p> | <p>Building Principals</p> <p>Nathan Osborne, Director of Facilities</p> | <p>Hand Soap</p> <p>Paper Products</p> <p>Training</p> <p>CDC Literature</p> <p>Safe Schools Modules</p> | <p>Y</p> |

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| | Posting of literature and posters promoting CDC handwashing resources. Maintain inventory of supplies needed for recommended hygiene practices | Posting of literature and posters promoting CDC handwashing resources. Maintain inventory of supplies needed for recommended hygiene practices | | | |
| * Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs | Display CDC and PA Department of Health Literature educating students on healthy hygiene practices | Display CDC and PA Department of Health Literature educating students on healthy hygiene practices | Building Principals | CDC Website CDC and PA Dept of Health Literature and Posters | N/A |
| * Identifying and restricting non-essential visitors and volunteers | Prohibit non-essential personnel (visitors, volunteers) from entering the building Prohibit outside individuals or groups from renting district facilities as outlined in Policy 707 Eliminate the scheduling of large group activities including, but not limited to, assemblies, concerts, etc | Prohibit non-essential personnel (visitors, volunteers) from entering the building Prohibit outside individuals or groups from renting district facilities as outlined in Policy 707 Limit large gatherings in compliance with PIAA and PMEA recommendations | Building Principals Nathan Osborne, Director of Facilities Stephen Speck, Athletic Directors Music Directors | Policy 707 | N/A |
| * Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports | Teachers should account for the following while in class: <ul style="list-style-type: none"> • Spacing of the students • Limited student contact • Sharing equipment • Social distancing when not involved in an activity | Teachers should account for the following while in class: <ul style="list-style-type: none"> • Spacing of the students • Limited student contact • Sharing equipment • Social distancing when not involved in an activity | Building Principals Physical Education Department teachers Stephen Speck, Athletic Director | | |

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| | <ul style="list-style-type: none"> • Participation of high risk students • Amount of students on each team/group <p>All staff and coaches should be trained on all safety protocols.</p> <p>Recess for students should be assigned to open areas.</p> <p>Reduce/restrict use of common playground equipment and toys and provide time to disinfect items between use</p> <p>All team sports or games must follow strict social distancing guidelines</p> <p>Student activities should be held outside to the greatest extent possible</p> <p>Reference SWSD's Gradual Release to Sports and Activities Plan</p> | <ul style="list-style-type: none"> • Participation of high risk students • Amount of students on each team/group <p>All staff and coaches should be trained on all safety protocols.</p> <p>Recess for students should be assigned to open areas.</p> <p>Reduce/restrict use of common playground equipment and toys and provide time to disinfect items between use</p> <p>All team sports or games must follow strict social distancing guidelines</p> <p>Student activities should be held outside to the greatest extent possible</p> <p>Reference SWSD's Gradual Release to Sports and Activities Plan</p> | | | |
| Handling Music Activities and Classes | <p>Adhere to NFSHA instrument cleaning guidelines. Students will be provided with the guidelines at the first opportunity.</p> <p>Provide safe opportunities for students to receive musical instruction include, but are not</p> | <p>Adhere to NFSHA instrument cleaning guidelines. Students will be provided with the guidelines at the first opportunity.</p> <p>Provide safe opportunities for students to receive musical instruction include, but are not</p> | Music Directors | | |

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| | <p>limited to the following:</p> <ul style="list-style-type: none"> • 45 minute rehearsal times • Storage areas limited to one student at a time • 6X6 social distancing • Rehearse outside as feasible • Sing with the use of a mask • Students sit in a straight line in the same direction | <p>limited to the following:</p> <ul style="list-style-type: none"> • 45 minute rehearsal times • Storage areas limited to one student at a time • 6X6 social distancing • Rehearse outside as feasible • Sing with the use of a mask • Students sit in a straight line in the same direction | | | |
| <p>Limiting the sharing of materials among students</p> | <p>Any items that are shared between students will be disinfected between different student usage, when feasible</p> <p>Student belongings will be labeled with each student's name and kept separate when feasible</p> <p>Minimize the sharing of materials allowing time to clean materials between each use</p> <p>When possible, employees should not share equipment or materials</p> <p>Provide hand sanitizer to students and staff in order to disinfect hands prior to handling any</p> | <p>Any items that are shared between students will be disinfected between different student usage, when feasible</p> <p>Student belongings will be labeled with each student's name and kept separate when feasible</p> <p>Minimize the sharing of materials allowing time to clean materials between each use</p> <p>When possible, employees should not share equipment or materials</p> <p>Provide hand sanitizer to students and staff in order to disinfect hands prior</p> | <p>Building Principals</p> <p>Classroom teachers</p> | <p>Cleaning materials</p> <p>Student storage units</p> | <p>N</p> |

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| | shared materials as needed. | to handling any shared materials as needed. | | | |
| Staggering the use of communal spaces and hallways | <p>Separate hallways to one direction on each side of the hallway</p> <p>Stagger students within common areas during times of congregations:</p> <ul style="list-style-type: none"> • Arrival • Dismissal • Lunch • Recess <p>Explore virtual experiences for students (concerts, field trips, gatherings, etc).</p> | <p>Separate hallways to one direction on each side of the hallway</p> <p>Stagger students within common areas during times of congregations:</p> <ul style="list-style-type: none"> • Arrival • Dismissal • Lunch • Recess <p>Explore virtual experiences for students (concerts, field trips, gatherings, etc).</p> | <p>Building Principals</p> <p>Classroom Teachers</p> <p>Lunchroom Staff</p> | Posters | N/A |
| Adjusting transportation schedules and practices to create social distance between students | <p>Develop bus routes that will balance the number students on the bus</p> <p>Students will be required to wear a mask on the bus when social distancing cannot be achieved.</p> <p>Extra-curricular and educational field trips will not be permitted until further notice</p> <p>Bus roof hatches and windows will remain open as feasible to promote the most effective ventilation on the vehicle</p> <p>School buses will be disinfected between the elementary and secondary bus routes in the morning and afternoon runs as</p> | <p>Develop bus routes that will balance the number students on the bus</p> <p>Students will be required to wear a mask on the bus when social distancing cannot be achieved.</p> <p>Extra-curricular and educational field trips will not be permitted until further notice</p> <p>Bus roof hatches and windows will remain open as feasible to promote the most effective ventilation on the vehicle</p> <p>School buses will be disinfected between the elementary and secondary bus</p> | <p>Chuck Baumgardner, Director of Transportation</p> | Disinfectant Fogger | PD on use of Fogger |

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| | <p>well as at the end of each school day</p> <p>EHMMS and SWHS will adjust their arrival and dismissal times to approximately 15 minutes later than 2019-2020 times in order to allow for the proper disinfecting of school buses between elementary and secondary bus routes. (The secondary students' arrival and dismissal time may return to 2019-2020 times should conditions permit it)</p> | <p>routes in the morning and afternoon runs as well as at the end of each school day</p> <p>EHMMS and SWHS will adjust their arrival and dismissal times to approximately 15 minutes later than 2019-2020 times in order to allow for the proper disinfecting of school buses between elementary and secondary bus routes. (The secondary students' arrival and dismissal time may return to 2019-2020 times should conditions permit it)</p> | | | |
| <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> | <p>Students should be socially distanced by six feet, as recommended by CDC and PDE guidelines. If social distancing of 6 feet cannot be achieved, students will be required to wear a mask or face shield.</p> <p>Where possible, students should be placed in small groups (cohorts)</p> <p>To the greatest extent possible, students and staff members should be placed in cohort groups until further notice.</p> <p>Discourage students from changing groups</p> | <p>Students should be socially distanced by six feet, as recommended by CDC and PDE guidelines. If social distancing of 6 feet cannot be achieved, students will be required to wear a mask or face shield.</p> <p>Where possible, students should be placed in small groups (cohorts)</p> <p>To the greatest extent possible, students and staff members should be placed in cohort groups until further notice.</p> <p>Discourage students from changing groups</p> | <p>Building Principals</p> <p>Classroom Teachers</p> | N/A | N/A |

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| Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars | Communicate any changes to partner agencies as needed | Communicate any changes to partner agencies as needed | Chuck Baumgardner, Director of Transportation | N/A | N/A |
| Other social distancing and safety practices | Install plastic barriers in main offices and cafeteria P.O.S. units. | Install plastic barriers in main offices and cafeteria P.O.S. units. | Nathan Osborne, Director of Facilities | Plexiglass Maintenance to install | N/A |

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?

| 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> | <p>Screening of students will be completed by parents/guardians at home prior to departing for school. A checklist is being provided by the districts to assist parents in this effort.</p> <p>Any students displaying symptoms will not attend school until they are symptom free for at least 72 hours</p> <p>All district staff will complete a self-screening prior to leaving for work and will remain home if displaying any symptoms. A checklist is being provided by the districts to assist staff in this effort.</p> <p>Temperature screening will not be required of staff or students prior to entering any district building.</p> <p>Regular communication of signs and symptoms of</p> | <p>Screening of students will be completed by parents/guardians at home prior to departing for school. A checklist is being provided by the districts to assist parents in this effort.</p> <p>Any students displaying symptoms will not attend school until they are symptom free for at least 72 hours</p> <p>All district staff will complete a self-screening prior to leaving for work and will remain home if displaying any symptoms. A checklist is being provided by the districts to assist staff in this effort.</p> <p>Temperature screening will not be required of staff or students prior to entering any district building.</p> <p>Regular communication of signs and symptoms of COVID-19 signs and symptoms will</p> | <p>Jay Burkhart, Superintendent</p> <p>Doug Greenholt, Director of Technology</p> | <p>Self - Screening guidelines</p> <p>Staff training</p> <p>Resources for parents and community members</p> | <p>Y</p> |

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| | <p>COVID-19 signs and symptoms will be shared with the students and staff</p> <p>Students and staff will immediately report to the nurse if they feel or display any signs or symptoms of COVID-19</p> <p>The district will share resources on COVID-19 with the community through our COVID-19 folder located on the district website.</p> <p>Students and Staff will self-quarantine as per CDC and/or PA Department of Health</p> | <p>be shared with the students and staff</p> <p>Students and staff will immediately report to the nurse if they feel or display any signs or symptoms of COVID-19</p> <p>The district will share resources on COVID-19 with the community through our COVID-19 folder located on the district website.</p> <p>Students and Staff will self-quarantine as per CDC and/or PA Department of Health</p> | | | |
| <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> | <p>Administration will consult with school nurses to create isolation rooms or area to keep students separated from others when displaying COVID-19 symptoms</p> <p>School nurses will employ standard precautions when working with sick students/staff</p> <p>Follow PA Dept of Health Guidelines and protecting</p> | <p>Administration will consult with school nurses to create isolation rooms or area to keep students separated from others when displaying COVID-19 symptoms</p> <p>The district will develop a protocol to complete contact tracing as needed</p> <p>Follow PA Dept of Health Guidelines and protecting confidentiality, notify staff and</p> | <p>Building Principals</p> <p>Jay Burkhart, Superintendent</p> <p>Dan Hartman, Assistant Superintendent</p> | <p>Isolation Room</p> <p>COVID-19 notification letter</p> <p>Training for district nurses as needed</p> | <p>Y</p> |

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| | <p>confidentiality, notify staff and families of any confirmed cases</p> <p>The district will develop a protocol to complete contact tracing as needed</p> | <p>families of any confirmed cases</p> <p>School nurses will employ standard precautions when working with sick students/staff</p> | | | |
| <p>* Returning isolated or quarantined staff, students, or visitors to school</p> | <p>Students and staff may return to school who have had symptoms of COVID-19, a positive test for COVID-19 or were directed to self-quarantine if the following conditions are met:</p> <p>10 days have passed since onset of symptoms</p> <p>Fever free for 72 hours without the use of fever reducing medications</p> <p>Improvement in respiratory symptoms (cough, shortness of breath)</p> <p>OR</p> <p>Negative results of and FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory</p> | <p>Students and staff may return to school who have had symptoms of COVID-19, a positive test for COVID-19 or were directed to self-quarantine if the following conditions are met:</p> <p>10 days have passed since onset of symptoms</p> <p>Fever free for 72 hours without the use of fever reducing medications</p> <p>Improvement in respiratory symptoms (cough, shortness of breath)</p> <p>OR</p> <p>Negative results of and FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens</p> | <p>Building Principals</p> <p>School Nurses</p> | N/A | N/A |

| | specimens collected >24 hours apart (total of two negative specimens) | collected >24 hours apart (total of two negative specimens) | | | |
|--|---|---|---|---------------------------------------|-----|
| Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols | <p>Post Health and Safety Plan on District Website following Board approval</p> <p>District Website will be used to provide updates to community regarding COVID-19</p> <p>Communicate remote learning plans for students in the event of a closure of schools or if a student chooses to remain at home during reopening</p> | <p>Post Health and Safety Plan on District Website following Board approval</p> <p>District Website will be used to provide updates to community regarding COVID-19</p> <p>Communicate remote learning plans for students in the event of a closure of schools or if a student chooses to remain at home during reopening</p> | <p>Jay Burkhart, Superintendent</p> <p>Doug Greenholt, Director of Technology</p> | District COVID-19 instructional plans | N/A |

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?

| 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> | <p>Eliminate all non-essential out of district travel until further notice</p> <p>Follow all guidelines outlined in the (FFCRA) Families First Coronavirus Response Act</p> <p>Emphasize personal wellbeing including not reporting to school when sick</p> <p>Parents of students at higher risk should communicate any health management plans to the building administrator and/or nurse</p> | <p>Eliminate all non-essential out of district travel until further notice</p> <p>Follow all guidelines outlined in the (FFCRA) Families First Coronavirus Response Act</p> <p>Emphasize personal wellbeing including not reporting to school when sick</p> <p>Parents of students at higher risk should communicate any health management plans to the building administrator and/or nurse</p> | <p>Dan Hartman, Assistant Superintendent</p> | <p>N/A</p> | <p>N/A</p> |
| <p>* Use of face coverings (masks or face shields) by all staff</p> | <p>Masks/Face Shields are required in the school buildings when social distancing cannot be achieved in the building, school bus and/or classrooms (Subject to change based on PA Department of Health Guidelines)</p> <p>PA Department of Health</p> | <p>Masks/Face Shields are required in the school buildings when social distancing cannot be achieved in the building, school bus and/or classrooms (Subject to change based on PA Department of Health Guidelines)</p> <p>PA Department of Health</p> | <p>Building Principals</p> <p>Classroom Teachers</p> | <p>Posters with expectations</p> | <p>N/A</p> |

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| <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> | <p>Masks/Face Shields are required in the school buildings when social distancing cannot be achieved in the building, school bus and/or classrooms (Subject to change based on PA Department of Health Guidelines)</p> <p>PA Department of Health</p> | <p>Masks/Face Shields are required in the school buildings when social distancing cannot be achieved in the building, school bus and/or classrooms (Subject to change based on PA Department of Health Guidelines)</p> <p>PA Department of Health</p> | <p>Building Principals</p> <p>Classroom Teachers</p> | <p>Posters with expectations</p> | <p>N/A</p> |
| <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> | <p>District staff will work with parents on an individual basis to support the unique needs of students.</p> <p>Additional precautions will include:</p> <p>Development of alternative procedures where necessary to support students or groups of students, including low incidence disability populations such as autistic support, multiple disability support, or life skills support, who might be unable to wear masks, social distance, or meet hand hygiene requirements due</p> | <p>District staff will work with parents on an individual basis to support the unique needs of students.</p> <p>Additional precautions will include:</p> <p>Development of alternative procedures where necessary to support students or groups of students, including low incidence disability populations such as autistic support, multiple disability support, or life skills support, who might be unable to wear masks, social distance, or meet hand hygiene requirements due to their unique needs.</p> <p>Avoiding use of communal</p> | <p>Robin Hamme, Director of Special Education</p> | <p>Gloves</p> <p>Cleaning Supplies</p> | <p>N/A</p> |

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| | <p>to their unique needs.</p> <p>Avoiding use of communal objects/supplies and if such an object is used, it will be immediately sanitized prior to another student using the same object.</p> <p>Supporting/assisting students to wash hands and/or use hand sanitizer.</p> <p>Staff will wash hands and/or use hand sanitizer immediately after working with a student.</p> <p>Personal iPads or Chromebooks will be disinfected after each use.</p> <p>Bathrooms and changing tables will be disinfected before and after student, as feasible. Students will be limited to one at a time in the bathroom and will receive assistance washing hands, as necessary.</p> <p>Parents of students at higher risk should communicate any health management</p> | <p>objects/supplies and if such an object is used, it will be immediately sanitized prior to another student using the same object.</p> <p>Supporting/assisting students to wash hands and/or use hand sanitizer.</p> <p>Staff will wash hands and/or use hand sanitizer immediately after working with a student.</p> <p>Personal iPads or Chromebooks will be disinfected after each use.</p> <p>Bathrooms and changing tables will be disinfected before and after student, as feasible. Students will be limited to one at a time in the bathroom and will receive assistance washing hands, as necessary.</p> <p>Parents of students at higher risk should communicate any health management plans or needs to the building administrator and/or nurse.</p> | | | |
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| | plans or needs to the building administrator and/or nurse. | | | | |
| Strategic deployment of staff | Cross-train staff as needed to maintain programs with limited interruptions | Cross-train staff as needed to maintain programs with limited interruptions | Building Principals Robin Hamme, Director of Special Education | N/A | N/A |

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 |
|-------|----------|--------------------------|----------------|--|------------|-----------------|
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See attached PD Sheet

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 |
|--|---|--|--|---------------------|------------------------------------|
| Distance Learning | Staff Parents/Guardians Community | Jay Burkhart, Superintendent | Print and Phone Call | | |
| Update on COVID-19 Distance Learning Plan | Staff, Parents/Guardians , Community, Board Members | Jay Burkhart, Superintendent | Print, Email and Phone Call, Zoom Meetings | 3/20/2020 | Weekly to end of school year |
| Parent Survey | Parents/Guardians | Karen Kuntz, Director of Safety, Security and Accountability | Email | June & July 2020 | June & July 2020 |
| Staff Survey | Staff Members | Karen Kuntz, Director of Safety, Security and Accountability | Email | June & July 2020 | June & July 2020 |
| State Recommended Self Quarantine | Staff Members | Jay Burkhart, Superintendent | Email | July 2020 | July 2020 |
| Community Reopening Plan Committee | Staff, Administration, Board Members, Parents, Medical Professional | Jay Burkhart, Superintendent | In person meeting | July 2020 | July 2020 |
| | | | | | |

Health and Safety Plan Summary: **South Western School District**

Anticipated Launch Date: **August 24, 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>Mandated staff use of PPE while cleaning buildings – including masks/face shields, and gloves</p> <p>Maintain social distancing where feasible and provide increased opportunities for hygiene practices</p> <p>Ongoing cleaning of high touch areas throughout buildings and buses</p> <p>Compliance with all CDC and PA Dept. of Health Guidelines for schools.</p> <p>Provide students and staff with alternatives to communal water fountains</p> <p>Adhere to daily and weekly COVID-19 cleaning practices throughout the district as specified by COVID-19 best practices.</p> <p>Run building HVAC systems at occupied settings two hours beyond the school day until January 1, 2021 (will be revisited on a regular basis)</p> <p>Increase percentage of outside air in the classrooms as practical until further notice.</p> <p>In the event of a suspected or confirmed COVID-19 case in any district building, the area will be closed for a period of 24 hours and district staff will complete a deep clean according to CDC guidelines. Depending on the area of the building impacted, this may result in the closure of the building until all protocols are met by the district.</p> <p>Any area identified as an isolation area will be disinfected and sanitized according to CDC guidelines. (The district will identify a minimum of 2 isolation areas for each building)</p> |

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| | <p>District buses will be sanitized according to CDC guidelines at the conclusion of each elementary and secondary bus run (AM and PM routes) (4x a day)</p> <p>Classrooms and common areas of the building will complete fresh air exchanges as often as possible through the use of district ventilation systems.</p> <p>Roof vents and windows on district buses will be left open at least 1 inch during routes, as long as feasible and does not present a heating or cooling issue.</p> |
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Social Distancing and Other Safety Protocols

| Requirement(s) | Strategies, Policies and Procedures |
|---|--|
| <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> | <p>Students will remain in cohort groups to the greatest extent feasible during the school day.</p> <p>Common areas visited by students will have staggered schedules to limit student interactions (i.e. café and class changes)</p> |
| <p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p> | <p>All school wide and large group gatherings exceeding CDC guidelines in number (and unable to properly social distance) will be postponed until further notice</p> <p>Hold classes in large spaces or outdoors as often as possible</p> |
| <p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> | <p>Position desks in the same direction and properly social distanced as feasible</p> <p>Student transitions in hallways will be staggered to the fullest extent possible</p> |
| <p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p> | <p>Limit the number of students in restrooms based on the size of the restroom</p> <p>One-way hallways will be created throughout the buildings as much as possible.</p> |
| <p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p> | <p>All non-district issued soft surface furniture/carpeting will be removed from the classrooms until further notice.</p> <p>Classroom and restroom entry doors will remain open during the school day to prevent students and staff from touching the door each time they enter or exit the room.</p> |
| <p>Limiting the sharing of materials among students</p> | <p>Hand sanitizer will be available to all students and staff in the cafeteria prior to and after eating.</p> |
| <p>Staggering the use of communal spaces and hallways</p> | |

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

Discontinue use of student vending machines in district buildings.

Meal condiments and utensils will be available in prepackaged form to students who are purchasing a school meal. Meal condiments and utensils will not be available to students who are bringing their meals from home.

All meal components will be served to students by cafeteria staff when applicable.

Student dining areas will be cleaned between lunch periods as practical.

Parents must use the district payment portal (School Café) to deposit all student cafeteria funds until further notice. The district will refund families the deposit fee incurred from School Café.

Teachers will be encouraged to use outdoor classrooms/settings as much as possible.

All outside agency and district affiliated groups use of district facilities will be suspended until further notice.

Staff will be trained in healthy hygiene practices in order to instruct students in proper practices.

Provide students and staff access to facilities with soap and water to wash hands for at least 20 seconds including after using the restroom, sneezing, coughing, and blowing of their nose. Students will also have access to hand sanitizers with the recommended percentage of alcohol.

Posting of literature and posters promoting CDC handwashing resources.

Maintain inventory of supplies needed for recommended hygiene practices

Display CDC and PA Department of Health Literature educating students on healthy hygiene practices

Prohibit non-essential personnel (visitors, volunteers) from entering the building

Prohibit outside individuals or groups from renting district facilities as outlined in Policy 707

Eliminate the scheduling of large group activities including, but not limited to athletics, assemblies, concerts and theater events.

Teachers should account for the following while in class:

- Spacing of the students
- Limited student contact
- Sharing equipment

- Social distancing when not involved in an activity
- Participation of high risk students
- Amount of students on each team/group

All staff and coaches should be trained on all safety protocols.

Recess for students should be assigned to open areas.

Reduce/restrict use of common playground equipment and toys and provide time to disinfect items between use

All team sports or games must follow strict social distancing guidelines

Student activities should be held outside to the greatest extent possible

Reference SWSD's Gradual Release to Sports and Activities Plan

Adhere to NFSHA instrument cleaning guidelines. Students will be provided with the guidelines at the first opportunity.

Provide safe opportunities for students to receive musical instruction include, but are not limited to the following:

- 45 minute rehearsal times
- Storage areas limited to one student at a time
- 6X6 social distancing
- Rehearse outside as feasible
- Sing with the use of a mask
- Students sit in a straight line in the same direction

Any items that are shared between students will be disinfected between different student usage, when feasible

Student belongings will be labeled with each student's name and kept separate when feasible

Minimize the sharing of materials allowing time to clean materials between each use

When possible, employees should not share equipment or materials

Provide hand sanitizer to students and staff in order to disinfect hands prior to handling any shared materials as needed.

Separate hallways to one direction on each side of the hallway

Stagger students within common areas during times of congregations:

- Arrival
- Dismissal
- Lunch
- Recess

| | |
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| | <p>Explore virtual experiences for students (concerts, field trips, gatherings, etc).</p> <p>Develop bus routes that will balance the number students on the bus</p> <p>Students will be required to wear a mask on the bus when social distancing cannot be achieved.</p> <p>Extra-curricular and educational field trips will not be permitted until further notice</p> <p>Bus roof hatches and windows will remain open as feasible to promote the most effective ventilation on the vehicle</p> <p>School buses will be disinfected between the elementary and secondary bus routes in the morning and afternoon runs as well as at the end of each school day</p> <p>EHMMS and SWHS will adjust their arrival and dismissal times to approximately 15 minutes later than 2019-2020 times in order to allow for the proper disinfecting of school buses between elementary and secondary bus routes. (The secondary students' arrival and dismissal time may return to 2019-2020 times should conditions permit it)</p> <p>Students should be socially distanced by six feet, as recommended by CDC and PDE guidelines. If social distancing of 6 feet cannot be achieved, students will be required to wear a mask or face shield.</p> <p>Where possible, students should be placed in small groups (cohorts)</p> <p>To the greatest extent possible, students and staff members should be placed in cohort groups until further notice.</p> <p>Discourage students from changing groups</p> <p>Communicate any changes to partner agencies as needed</p> <p>Install plastic barriers in main offices and cafeteria P.O.S. units.</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>Screening of students will be completed by parents/guardians at home prior to departing for school. A checklist is being provided by the districts to assist parents in this effort.</p> <p>Any students displaying symptoms will not attend school until they are symptom free for at least 72 hours</p> |

*** Returning isolated or quarantined staff, students, or visitors to school**

Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols

All district staff will complete a self-screening prior to leaving for work and will remain home if displaying any symptoms. A checklist is being provided by the districts to assist staff in this effort.

Temperature screening will not be required of staff or students prior to entering the any district building.

Regular communication of signs and symptoms of COVID-19 signs and symptoms will be shared with the students and staff

Students and staff will immediately report to the nurse if they feel or display any signs or symptoms of COVID-19

The district will share resources on COVID-19 with the community through our COVID-19 folder located on the district website.

Students and Staff will self-quarantine as per CDC and/or PA Department of Health

Administration will consult with school nurses to create isolation rooms or area to keep students separated from others when displaying COVID-19 symptoms

School nurses will employ standard precautions when working with sick students/staff

Follow PA Dept of Health Guidelines and protecting confidentiality, notify staff and families of any confirmed cases

The district will develop a protocol to complete contact tracing as needed

Students and staff may return to school who have had symptoms of COVID-19, a positive test for COVID-19 or were directed to self-quarantine if the following conditions are met:

10 days have passed since onset of symptoms

Fever free for 72 hours without the use of fever reducing medications

Improvement in respiratory symptoms (cough, shortness of breath)

OR

Negative results of and FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected >24 hours apart (total of two negative specimens)

Post Health and Safety Plan on District Website following Board approval

| | |
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| | <p>District Website will be used to provide updates to community regarding COVID-19</p> <p>Communicate remote learning plans for students in the event of a closure of schools or if a student chooses to remain at home during reopening</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>Strategic deployment of staff</p> | <p>Eliminate all non-essential out of district travel until further notice</p> <p>Follow all guidelines outlined in the (FFCRA) Families First Coronavirus Response Act</p> <p>Emphasize personal wellbeing including staying home when sick</p> <p>Parents of students at higher risk should communicate any health management plans to the building administrator and/or nurse</p> <p>Masks/Face Shields are required in the school buildings when social distancing cannot be achieved in the building, school bus and/or classrooms (Subject to change based on PA Department of Health Guidelines)</p> <p>PA Department of Health</p> <p>District staff will work with parents on an individual basis to support the unique needs of students.</p> <p>Additional precautions will include:</p> <p>Development of alternative procedures where necessary to support students or groups of students, including low incidence disability populations such as autistic support, multiple disability support, or life skills support, who might be unable to wear masks, social distance, or meet hand hygiene requirements due to their unique needs.</p> <p>Avoiding use of communal objects/supplies and if such an object is used, it will be immediately sanitized prior to another student using the same object.</p> <p>Supporting/assisting students to wash hands and/or use hand sanitizer.</p> <p>Staff will wash hands and/or use hand sanitizer immediately after working with a student.</p> <p>Personal iPads or Chromebooks will be disinfected after each use.</p> |

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| | <p>Bathrooms and changing tables will be disinfected before and after student, as feasible. Students will be limited to one at a time in the bathroom and will receive assistance washing hands, as necessary.</p> <p>Parents of students at higher risk should communicate any health management plans or needs to the building administrator and/or nurse.</p> <p>Cross-train staff as needed to maintain programs with limited interruptions</p> |
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Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **SOUTH WESTERN SCHOOL DISTRICT** reviewed and approved the Phased School Reopening Health and Safety Plan on **JULY 15, 2020**.

The plan was approved by a vote of:

 6 Yes

 2 No

Affirmed on: **JULY 15, 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.