



# Phased School Reopening Health and Safety Plan Template

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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: Northern Cambria 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? (SELECT ONE BOX BELOW)**

- 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): [August 27, 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)
Robert Rocco	District	Both
Alan DuBreucq	High School	Both
Chuck Kassick	Elem/Middle School	Both
Joy Tibbott	Elem/Middle School	Both
Roland Paronish	District (Business Office)	Both

<b>Bob Truscello</b>	Special Education Supervisor	Both
<b>John Messina</b>	District (Building/Grounds Supervisor)	Both
<b>Jennifer Harvey</b>	District (Food Service)	Both
<b>Diane McMullen</b>	Elem/Middle School (Nurse)	Both
<b>Kim McCracken</b>	High School (School Nurse)	Both
<b>Bob Koban</b>	Tri-County Transportation	Both

## Key Strategies, Policies, and Procedures

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

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

For each requirement within each domain, document the following:

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

- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

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

## Cleaning, Sanitizing, Disinfecting, and Ventilation

### Key Questions

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

### Summary of Responses to Key Questions:

Ensuring buildings and grounds are cleaned and disinfected are a priority of the Northern Cambria School District. Special equipment and cleaning supplies have been purchased to combat the spread of COVID-19 for the upcoming school year. Cleaning routines are in place to sanitize and disinfect frequently used items and high-traffic areas throughout the day to help prevent the spread of the virus. Shared materials/resources and communal areas will be cleaned and disinfected, where applicable, between uses. Movement within the buildings will be reduced as much as possible. Each room in both buildings will be sanitized/disinfected where students and staff are in attendance each day school is in session. Maintenance staff, teachers, and support staff will all be trained on disinfecting procedures.

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)
* <b>Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b>	Hybrid learning model with ½ of students in on alternating days  Daily sanitization in all student contact areas.	Full instruction with social distance maintained to the best of our ability **some students will attend online via Google Suite  Daily sanitization in all student contact areas.	Bob Rocco  John Messina	Funding supplies and personnel needed. We will move a second shift custodian/housekeeper to assist in cleaning through the day.	Y
<b>Other cleaning, sanitizing, disinfecting, and ventilation practices</b>	Ventilation filters changed more frequently.  Restrooms will be sanitized more frequently using touchless machines.	Ventilation filters changed more frequently.  Restrooms will be sanitized more frequently using touchless machines.	John Messina	Filters, purchase of touchless restroom cleaning machines.	N

## 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:** Socialization is part of every child's education. Learning to interact with fellow students and staff is essential for the success of students. Given the social distancing guidelines associated with the COVID-19 pandemic, students ability to socialize will be impacted. Whenever possible, the school district will prevent students coming into contact with each other. While the goal is to maintain six-foot distance between individuals, physical and financial concerns may place students closer. According to the World Health Organization (WHO), a three-foot distance is associated with large reductions in infection via droplet spread of cough and sneezes. In those instances, where maintaining six-foot social distancing is unrealistic, students may be asked to practice enhanced personal hygiene and wear masks.

A particularly vulnerable area for the spread of the virus is in the cafeteria settings. The school district will be modifying seating to maintain as large of space between students as possible. As a safety precaution, students and staff will be required to wear face masks while in the serving line.

The school district has instituted procedures for students/staff traversing the hallways and stairwells with social distancing in mind. The changing of classes will be modified to reduce student interactions as much as possible. As a safety precaution, students and staff will be required to wear face masks when moving from room to room.

To protect students and staff, visitors and volunteers to the buildings will be on an only as-necessary basis with protocols in place. Whenever possible, the school district will rely on phone calls, e-mail, or computer video conferencing to conduct business with visitors. In those instances where a face-to-face meeting must occur, the school district will monitor individuals for signs of illness prior to entry into the building. This will include a temperature scan. Those individuals with temperatures in excess of 100.4 or showing other signs of illness will be denied entry. As a safety precaution, all visitors will be required to wear a face mask while in the buildings.

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)
* <b>Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b>	Hybrid learning model with ½ of students in on alternating days	Full instruction with social distance maintained to the best of our ability. **some students will attend online via Google Suite	Bob Rocco	Funding for supplies and transportation	Y
	Daily sanitization in all student contact areas	Daily sanitization in all student contact areas	John Messina	Funding for supplies and transportation	N
* <b>Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b>	Cashless keypads, masks worn when in line. Disposable, prewrapped utensils.	Cashless keypads, masks worn when in line. Disposable, prewrapped utensils.	Jen Harvey	Funding for supplies	N
	Social distancing as possible.	•Social distancing as possible.	Alan DuBreucq Chuck Kassick Joy Tibbott		
* <b>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b>	Education of all stakeholders using video, signs, and how-to instructional sheets.	Education of all stakeholders using video, signs, and how-to instructional sheets.	Alan DuBreucq Chuck Kassick Joy Tibbott	Handwashing soap and blow dryers	Y
	Practice in grades K to 4.	Practice in grades K to 4.			
* <b>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b>	Post signs prior to the start of school.	Post signs prior to the start of school.	Alan DuBreucq Chuck Kassick Joy Tibbott John Messina	Signs	N

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)
<b>* Identifying and restricting non-essential visitors and volunteers</b>	No visitor lunch program until further notice.  No outside food brought in until further notice.  No non-essential visitors  No volunteers until further notice.	No visitor lunch program until further notice.  No outside food brought in until further notice.  No non-essential visitors  No volunteers until further notice.	Bob Rocco Alan DuBreucq Chuck Kassick Joy Tibbott		
<b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b>	Adjust daily schedule to allow for small group breaks, as opposed to full recess.  Alter PE curriculum in school.	Recess procedures – single classes only, or group separation.  Sporting events – Select and provide safe opportunities for exercise and sports events for students.	Alan DuBreucq Chuck Kassick Joy Tibbott	Funding for physical education equipment	N
<b>Limiting the sharing of materials among students</b>	NA if no recess or PE classes	Minimize equipment use, small groups.	Alan DuBreucq Chuck Kassick Joy Tibbott	As applicable, cleaning and sanitizing	N
<b>Staggering the use of communal spaces and hallways</b>	Use staggered dismissal times (half grades go on first bell, second group moves on late bell). Mask use in hallways.  Due to mixed grade levels at the high school, masks need to be worn during class changes.	Use staggered dismissal times (half grades go on first bell, second group moves on late bell). Mask use in hallways  Due to mixed grade levels at the high school, masks need to be worn during class changes.	Alan DuBreucq Chuck Kassick Joy Tibbott	Schedule adjustment	N
<b>Adjusting transportation schedules and practices to create social distance between students</b>	Altered transportation is not affordable. Students should wear masks on buses and practice social distancing by assigned seats, and enforcement.	Altered transportation is not affordable. Students should wear masks on buses and practice social distancing by assigned seats, and enforcement.	Bob Koban		N

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)
<b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b>	Use rotational schedule as planned with social distancing practiced in classrooms as much as is practical.	Use regular schedule as planned with social distancing practiced in classrooms as much as is practical. ** Administration will explore possibility of relocating larger classes to larger instructional spaces.	Alan DuBreucq Chuck Kassick Joy Tibbott	NA	N
<b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b>	The district will notify stakeholders as well as local child care agencies of the posting of the Health and Safety Plan.	The district will notify stakeholders as well as local child care agencies of the posting of the Health and Safety Plan.	Bob Rocco	Posting on website and creation of hard copies for those who request the plan.	
<b>Other social distancing and safety practices</b>					

## 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:** Everyone should self-monitor their own health for signs of illness. In the event you show signs or symptoms of illness, please stay home and/or seek medical attention. Normal attendance requirements will remain in effect. Parents should do a preventative screening of their child(ren) before they leave for school. This should include taking of a temperature. Those individuals with temperatures in excess of 100.4 should stay home and be monitored for symptoms.

Each student and staff member will have their temperature taken as they enter the building as a screening procedure. Any student showing symptoms will be sent to a quarantine room for examination by the nurse. The school nurse and building level administrator will be responsible for making the decision of quarantine. Those individuals with temperatures in excess of 100.4 will be denied entry and must be picked up from school.

Students or staff will need to be released by a doctor to return to school if they are diagnosed with COVID-19 and documentation will need to be provided prior to their return. Students who are unwilling to return will be instructed through virtual learning. Changes to local health and safety plan will be posted to the district website, only the approved contacts for each individual will be notified of confirmed illnesses.

During the day any staff member or student showing signs of illness should report or be sent to be examined by the nurse.

The Middle and High School students will attend from 8:05 AM to 2:39 PM during the 1<sup>st</sup> nine weeks. The Elementary School will operate from 9:00 AM to 3:30 PM during the 1<sup>st</sup> nine weeks.

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)
* <b>Monitoring students and staff for symptoms and history of exposure</b>	Each student and staff member will have their temperature taken as they enter the building as a screening procedure. Any student showing symptoms will be sent to a quarantine room for examination by the nurse.	Each student will have their temperature taken as they enter the building as a screening procedure. Any student showing symptoms will be sent to a quarantine room for examination by the nurse.	Alan DuBreucq Chuck Kassick Joy Tibbott	Thermometers for preventive screenings.	Y
* <b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b>	The district will select an area that can discreetly be designated as a quarantine room.	The district will select an area that can discreetly be designated as a quarantine room.	Alan DuBreucq Chuck Kassick Joy Tibbott	Purchase of personal protective equipment.	N
* <b>Returning isolated or quarantined staff, students, or visitors to school</b>	A medical release from a doctor will be needed for return to school.	A medical release from a doctor will be needed for return to school.	Alan DuBreucq Chuck Kassick Joy Tibbott		N
<b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b>	Any notification or changes to the procedures and or pandemic plan will be posted on the district web page, social media platforms. And use of the School Messenger calling system.	Any notification or changes to the procedures and or pandemic plan will be posted on the district web page, social media platforms. And use of the School Messenger calling system.	Bob Rocco		
<b>Other monitoring and screening practices</b>					

### 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:**

Using assorted grants and the school district's general fund, the Northern Cambria School District will institute a 1:1 initiative to provide all students and staff a portable computer for the 20-21 school year. These devices are expected to be used both at school and at home. The school district will be applying for the use of up to ten flexible instructional days to the Pennsylvania Department of Education. In the event schools are closed due to the COVID-19 virus or for any other reason, education will transition from the traditional classroom setting to online.

We will provide substitutes to the best of our ability but there is already a shortage for our need. The district will deploy instructional and non-instructional staff as we would in any normal operating school year. Virtual counseling will be available for students who choose to stay at home.

In order to protect students, the school district will suspend the community service hour requirement for the 20-21 school year.

The use of face masks by students and staff is a highly controversial topic. The wearing of face coverings will conform to the state mandated guidelines. The following scenarios are especially conducive to the use of face coverings.

- In communal areas such as in hallways or on buses, students and staff will be required to wear face masks.
- In situations where students are required to work in close proximity (less than three feet) to each other, the use of face masks is required.
- In situations where staff is required to work in close proximity (less than three feet) to the student, the use of face masks or shields is required.

The district recognizes some students and/or families may not be comfortable returning to school, especially those with a higher risk for severe illness. For those students unable to return this Fall, special accommodations are in place allowing students to continue their education through on-line resources.

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)
<b>* Protecting students and staff at higher risk for severe illness</b>	Availability (for staff) and required use of personal protective equipment	Availability (staff) and state mandated use of personal protective equipment	Alan DuBreucq Chuck Kassick Joy Tibbott	Purchase of personal protective equipment	
<b>* Use of face coverings (masks or face shields) by all staff</b>	Availability (for staff) and required use of personal protective equipment	Availability (staff) and state mandated use of personal protective equipment	Alan DuBreucq Chuck Kassick Joy Tibbott	Purchase of personal protective equipment	N
<b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b>	Availability (for staff) and required use of personal protective equipment.	Availability (for staff) and required use of personal protective equipment.	Alan DuBreucq Chuck Kassick Joy Tibbott	Purchase of personal protective equipment	N
<b>Unique safety protocols for students with complex needs or other vulnerable individuals</b>	Students at high risk will have the choice to learn in school or virtually at home	Students at high risk will have the choice to learn in school or virtually at home	Alan DuBreucq Chuck Kassick Joy Tibbott	Computer equipment needed to produce online and real time lesson content	Y
<b>Strategic deployment of staff</b>	Staff deployment will be via contracts	Staff deployment will be via contracts	Bob Rocco Alan DuBreucq Chuck Kassick Joy Tibbott		N

## 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
<b>CDC/State Recommended guidelines for reopening</b>	All Staff	Bob Rocco		Most recent available documents	July 22, 2020	June 30, 2021
<b>NC Phased Reopening Plan Training</b>	All Staff	Bob Rocco		Most recent available documents	July 22,2020	June 30, 2021

## 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
<b>NC Phased Reopening Plans</b>	All stakeholders	Bob Rocco	District Website, district mailing, School Messenger, online presentation.	July 27, 2020	June 30, 2021
<b>School Messenger</b>	District Parents and or Guardians	Bob Rocco	District Website, district mailing.	July 27, 2020	June 30, 2021
<b>District Website</b>	All stakeholders	Bob Rocco	District Website, School Messenger	July 27, 2020	June 30, 2021

## Health and Safety Plan Summary: Northern Cambria School District

Anticipated Launch Date: **July 27, 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><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>Ensuring buildings and grounds are cleaned and disinfected are a priority of the Northern Cambria School District. Special equipment and cleaning supplies have been purchased to combat the spread of COVID-19 for the upcoming school year. Cleaning routines are in place to sanitize and disinfect frequently used items and high-traffic areas throughout the day to help prevent the spread of the virus. Shared materials/resources and communal areas will be cleaned and disinfected, where applicable, between uses. Movement within the buildings will be reduced as much as possible.</p> <p>Each room in both buildings will be sanitized/disinfected where students and staff are in attendance each day school is in session. Maintenance staff, teachers, and support staff will all be trained on disinfecting procedures.</p>

### Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>Socialization is part of every child's education. Learning to interact with fellow students and staff is essential for the success of students. Given the social distancing guidelines associated with the COVID-19 pandemic, students ability to socialize will be impacted. Whenever possible, the school district will prevent students coming into contact with each</p>

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p> <p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p> <p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p> <p><b>* Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</b></p> <p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p> <p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p> <p><b>Other social distancing and safety practices</b></p>	<p>other. While the goal is to maintain six-foot distance between individuals, physical and financial concerns may place students closer. According to the World Health Organization (WHO), a three-foot distance is associated with large reductions in infection via droplet spread of cough and sneezes. In those instances, where maintaining six-foot social distancing is unrealistic, students may be asked to practice enhanced personal hygiene and wear masks.</p> <p>A particularly vulnerable area for the spread of the virus is in the cafeteria settings. The school district will be modifying seating to maintain as large of space between students as possible. As a safety precaution, students and staff will be required to wear face masks while in the serving line.</p> <p>The school district has instituted procedures for students/staff traversing the hallways and stairwells with social distancing in mind. The changing of classes will be modified to reduce student interactions as much as possible. As a safety precaution, students and staff will be required to wear face masks when moving from room to room.</p> <p>To protect students and staff, visitors and volunteers to the buildings will be on an only as-necessary basis with protocols in place. Whenever possible, the school district will rely on phone calls, e-mail, or computer video conferencing to conduct business with visitors. In those instances where a face-to-face meeting must occur, the school district will monitor individuals for signs of illness prior to entry into the building. This will include a temperature scan. Those individuals with temperatures in excess of 100.4 or showing other signs of illness will be denied entry. As a safety precaution, all visitors will be required to wear a face mask while in the buildings.</p>

**Monitoring Student and Staff Health**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p> <p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</b></p>	<p>Everyone should self-monitor their own health for signs of illness. In the event you show signs or symptoms of illness, please stay home and/or seek medical attention. Normal attendance requirements will remain in effect. Parents should do a preventative screening of their child(ren) before they leave for school. This should include taking of a temperature. Those individuals with temperatures in excess of 100.4 should stay home and be monitored for symptoms.</p> <p>Each student and staff member will have their temperature taken as they enter the building as a screening procedure. Any student showing symptoms will be sent to a quarantine room for examination by the nurse. The school nurse and building level administrator will be responsible for making the decision of quarantine. Those individuals with temperatures in excess of 100.4 will be denied entry and must be picked up from school. Students or staff will need to be released by a doctor to return to school if they are diagnosed with COVID-19 and documentation will need to be provided prior to their return. Students who are unwilling to return will be instructed through virtual learning. Changes to local health and safety plan will be posted to the district website, only the approved contacts for each individual will be notified of confirmed illnesses.</p> <p>During the day any staff member or student showing signs of illness should report or be sent to be examined by the nurse.</p>

**Other Considerations for Students and Staff**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Protecting students and staff at higher risk for severe illness</b></p> <p><b>* Use of face coverings (masks or face shields) by all staff</b></p> <p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p>	<p>Using assorted grants and the school district's general fund, the Northern Cambria School District will institute a 1:1 initiative to provide all students and staff a portable computer for the 20-21 school year. These devices are expected to be used both at school and at home. The school district will be applying for the use of up to ten flexible instructions days to the Pennsylvania Department of Education. In the event schools are closed due to</p>

Requirement(s)	Strategies, Policies and Procedures
<p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p> <p><b>Strategic deployment of staff</b></p>	<p>the COVID-19 virus or for any other reason, education will transition from the traditional classroom setting to online. We will provide substitutes to the best of our ability but there is already a shortage for our need. The district will deploy instruction and non-instructional staff as we would in any normal operating school year. Virtual counseling will be available for students who choose to stay at home.</p> <p>In order to protect students, the school district will suspend the community service hour requirement for the 20-21 school year. The use of face masks by students and staff is a highly controversial topic. The wearing of face coverings will conform to the state mandated guidelines. The following scenarios are especially conducive to the use of face coverings.</p> <ul style="list-style-type: none"> <li>• In communal areas such as in hallways or on buses, students and staff will be required to wear face masks.</li> <li>• In situations where students are required to work in close proximity (less than three feet) to each other, the use of face masks is required.</li> <li>• In situations where staff is required to work in close proximity (less than three feet) to the student, the use of face masks or shields is required.</li> </ul> <p>The district recognizes some students and/or families may not be comfortable returning to school, especially those with a higher risk for severe illness. For those students unable to return this Fall, special accommodations are in place allowing students to continue their education through on-line resources.</p>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Northern Cambria School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 21<sup>st</sup>, 2020**.

The plan was approved by a vote of:

\_\_\_\_\_ **Yes**

\_\_\_\_\_ **No**

Affirmed on: **July 21<sup>st</sup>, 2020**

By:

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*(Signature\* of Board President)*

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*(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.