



Chesterbrook Academy[®]

Phased School Reopening

Health and Safety Plan Template

The health and safety of our children and families is always our highest priority. To mitigate the risks of COVID-19 while children are in our care, we have adopted additional health and safety measures based on CDC guidelines, state and local regulations, and the American Academy of Pediatrics.

Chesterbrook Academy Elementary plans to open our doors to students on August 31st. Although our school may operate differently in the coming months, our focus remains the same, to provide an engaging, rigorous curriculum to our students while maintaining a strong connection to our school community. The modifications that we have put into place will allow in person instruction to continue, while also providing an online platform for families who choose to remain home. Our Laurel Springs Online Academy, part of Spring Education, aligns with our mission to provide authentic learning opportunities to foster students' ability to become well rounded individuals.

Outlined in our plan are the various measures we have already put into place to allow our students to safely return to school. These measures include taking advantage of our facilities and outdoor learning area, a staggered drop off and pick up procedure, increased disinfection of high touch surfaces, frequent hand washing, and limiting the use of shared materials, among others. These measures will be modeled by our trained faculty and reinforced as any other school-wide procedure would be. Students are amazingly resilient and we have no doubt that the new procedures will become second nature to them, right before our eyes.

Given the evolving situation, we will continue to update these protocols as necessary; please contact Mr. Rodia if you have any questions.

Table of Contents

Health and Safety Plan: Chesterbrook Academy Elementary School	3
Type of Reopening	4
Pandemic Coordinator/Team	5
Cleaning, Sanitizing, Disinfecting, and Ventilation	6
Social Distancing and Other Safety Protocols	9
Monitoring Student and Staff Health	16
Other Considerations for Students and Staff	19
Health and Safety Plan Professional Development.....	21
Health and Safety Plan Communications	22
Health and Safety Plan Summary: Chesterbrook Academy Elementary School ...	23
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation.....	23
Monitoring Student and Staff Health.....	27
Other Considerations for Students and Staff.....	28
Health and Safety Plan Governing Body Affirmation Statement	29

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: Chesterbrook Academy Elementary School

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

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

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

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

Type of Reopening

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

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

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): August 31, 2020

Pandemic Coordinator/Team

- **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)
Joseph Rodia	Head of School	Health and Safety Plan Development; Pandemic Crisis Response Team, Pandemic Coordinator
Amanda Capotrio	Assistant Principal	Pandemic Crisis Response Team, Assistant Coordinator
Melanie Taplin	Regional Director	Both
Katrin Kelbert	Vice President of School Operations	Both
Eric Schwartz	Vice President of HR	Both

Cleaning, Sanitizing, Disinfecting, and Ventilation

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<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>Teachers and staff will keep a log of their cleaning routines and this will be monitored by a member of the Pandemic Team.</p>	<p>Same</p>
	<p>Frequently touched surfaces will be cleaned and disinfected regularly, including door handles, sink handles, lights.</p>	<p>Same</p>
	<p>The front lobby and entry doors will be sanitized after drop-off each morning.</p>	<p>Same</p>
	<p>The front lobby will be sanitized by the custodial crew each evening.</p>	<p>Same</p>
	<p>Classrooms being used for after care will be cleaned and disinfected before and after use.</p>	<p>Same</p>
	<p>Water fountains are closed. Bottle fillers will be in use by teachers. Students will provide their own water bottle.</p>	<p>Same</p>
	<p>Bathrooms will be disinfected 1-2x during the school day and each night.</p>	<p>Same</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
Other cleaning, sanitizing, disinfecting, and ventilation practices	Custodial staff have been trained on proper sanitizing procedures and are required to complete a daily log which is checked by administration the following day.	Same
	HVAC system was inspected and will continue to be each month to ensure proper ventilation.	Same
	All faculty and staff will be trained on proper sanitizing procedures. Details on dates and dates listed below. These will become a part of regular faculty meetings and communications.	Same
	Hand sanitizer will be readily available throughout the school, in all classrooms in and outdoor areas.	Same
	All doors will remain open to minimize touching of door handles as appropriate.	Same
	Windows will remain open, weather permitting.	Same

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
	Faculty and staff will wear gloves when cleaning and disinfecting.	Same
	Use of playground equipment will be staggered and equipment will be sanitized between use and every evening.	Same
	Each grade will be given a set of equipment for outdoor play times.	Same
	Bus and van will be disinfected after each use and at the end of each day.	Same
	Classrooms will be equipped with the following: EPA Approved disinfectant, Disposable face coverings, Gloves, Hand sanitizer, Hand soap	Same

Social Distancing and Other Safety Protocols

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<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>Interactions between groups of students will be restricted and students will be placed into cohorts.</p>	<p>Same</p>
	<p>Students will sit 6' apart to the maximum extent feasible and appropriate.</p>	<p>Same</p>
	<p>Partitions will be utilized, in areas where it is difficult for individuals to remain at least 6 feet apart (ie: front desk, between bathroom sinks)</p>	<p>Same</p>
	<p>Classes will be held outside as much as possible, utilizing our outdoor learning spaces.</p>	<p>Same</p>
	<p>PE class will be held outside weather permitting.</p>	<p>Same</p>
	<p>Students will sit only on one side of tables or have a partition between them when sitting on the same side is not possible.</p>	<p>Same</p>
	<p>Students will remain with the same staff as much as possible and appropriate.</p>	<p>Same</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>All students should bring a lunch from home every day. Lunches cannot be refrigerated or warmed on site.</p> <p>Utensils will be brought from home or individually wrapped.</p> <p>Students will eat lunch in their classrooms, or outside, weather permitting.</p> <p>Students may not share food or utensils.</p> <p>Families will provide a healthy morning snack each day. A prepackaged afternoon snack will be provided.</p> <p>Food brought in for special occasions, such as birthdays, must be store bought and individually wrapped.</p>	<p>Same</p> <p>Same</p> <p>Same</p> <p>Same</p> <p>Same</p> <p>Same</p>
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Faculty and staff will be required to wash and sanitize hands on a frequent basis</p> <p>Hand washing will be taught and reinforced. At a minimum, students will wash hands upon arrival, before and after eating, upon returning from recess, and after sneezing or coughing</p> <p>Covering coughs and sneezes will be taught among faculty, staff and students.</p> <p>Healthy hygiene behaviors will be promoted, and supplies will be provided, including soap and hand sanitizer, paper towels, tissues and no-touch trash cans. A 60 day supply will be on hand at all times.</p> <p>Signs on how to stop the spread of COVID-19 will be posted (hand washing, everyday protective measures, how to properly wear a face covering).</p>	<p>Same</p> <p>Same</p> <p>Same</p> <p>Same</p> <p>Same</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Ensure information is posted about everyday protective measures such as proper hand-washing, proper face covering and social distancing throughout the school (signage, announcements, etc.) and made available to parents and guardians (websites, emails, etc.)</p>	<p>Same</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Large group activities such as field trips, group events, assemblies and extracurricular activities are restricted.</p> <p>Non essential visitors, volunteers, and activities that involve other groups are restricted.</p> <p>Drop off and pick up times will be staggered to limit the number of students arriving at one time.</p> <p>Late arrivals and early dismissals will call 610-719-0240 to make arrangements.</p>	<p>Same</p> <p>Same</p> <p>Same</p> <p>Same</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>Frequently touched surfaces on the field, court, or play surface (e.g., drinking fountains) will be cleaned and disinfected at least daily, or between uses as much as possible. Use of shared objects and equipment (e.g., balls, bats, gymnastics equipment) will be limited, or cleaned between use by each individual if possible. Use of shared objects that cannot easily be disinfected will not be permitted.</p>	<p>Same</p>
	<p>Whenever possible, PE will take place outside.</p>	<p>Same</p>
	<p>PE curriculum will be mapped out to limit sharing of equipment.</p>	<p>Same</p>
	<p>All students will distance from one another. Per CDC, masks or shields are not required during recess if 6' or greater of social distancing can be met.</p>	<p>Same</p>
	<p>Students will participate in recess in a designated area on the playground. They will use the designated area for a given time, then rotate to the next area (ie: 1st grade students play on the playground week one, 1st grade students play on the blacktop on week 2, etc...). Schedule to be determined.</p>	<p>Same</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
Limiting the sharing of materials among students	Shared items will be discouraged but if necessary, items will be cleaned and disinfected between use.	Same
	Students will be asked to provide a set of individual school supplies.	Same
	Students will be provided with a set of materials for individual use (ie: pencils, glue, scissors, counters, etc...)	Same
	Students' belongings will be separated from others' and in individually labeled containers, cubbies, lockers, or other areas. These areas will be spaced apart.	Same
	Use of supplies and equipment will be limited to one group of students at a time and be cleaned and disinfected between use.	Same
Staggering the use of communal spaces and hallways	Use of communal spaces, such as the playground will be staggered and disinfected between use.	Same
	Hallways will be limited to one way traffic. Hallways and floors will be labeled with arrows and signage.	Same
	Students will be separated within common areas.	Same
	Schedules will be adjusted to ensure minimal amount of students are in the hallways at one time.	Same
	Staggered arrival and dismissal times will be implemented for faculty, staff and students.	Same

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
Adjusting transportation schedules and practices to create social distance between students	Bus drivers and passengers must wear face coverings while on the bus, in accordance with the Secretary of Health's Order Requiring Universal Face Coverings issued July 1, 2020.	Same
	Seats will be assigned by cohort (same students sit together each day) and students from the same family to sit together, or both.	Same
	Where appropriate bus windows will remain open.	Same
	Buses will be disinfected after each run. Buses will be thoroughly cleaned each day.	Same
	Hand sanitizer will be readily available on the bus.	Same
	Students will wash their hands or use hand sanitizer before or immediately upon entering the school.	Same
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Interactions between groups of students will be restricted.	Same
	Specialty teachers will rotate to each classroom or classes will be taught virtually.	Same
	Virtual field trips and meetings will be pursued.	Same
	Group sizes will be limited in all activities and outside learning areas area will be used as much as possible. If necessary, a schedule will be created to ensure all students have equal use and time outside for learning.	Same
	The school gymnasium will be converted into a classroom.	Same
	Larger class sizes will be placed in classrooms with access to outside learning areas.	Same

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	On site care is provided by CBA and would follow the same health and safety guidelines laid out in this plan, and any additional guidance provided by DHS.	Same
Other social distancing and safety practices	Field trips, Learning Buddies, Community Service initiatives will be conducted virtually until further notice. All faculty, staff, and students are asked to follow travel advisories issued by the Department of Health.	Same Same

Monitoring Student and Staff Health

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>Parents are asked to screen students for common COVID-19 symptoms and take their child’s temperature at home before leaving for school.</p>	<p>Same</p>
	<p>Temperature checks will be taken prior to arrival and before lunch each day for students and staff. Students who have a temperature of 99.5 or higher (with a temporal thermometer) will not be able to attend school and must be fever free for 72 hours without the use of fever reducers, and 10 days since symptoms first appeared before returning to school.</p>	<p>Same</p>
	<p>Health screenings will be completed for each student each morning prior to arriving to school.</p>	<p>Same</p>
	<p>Health screenings will be completed by each employee each day and any time they leave the building during the school day.</p>	<p>Same</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Staff and students with symptoms will not be permitted into the building.</p>	<p>Same</p>
	<p>An isolation room has been identified in order to separate anyone who exhibits COVID-19 like symptoms.</p>	<p>Same</p>
	<p>Face coverings are required for individuals sent to the isolation area.</p>	<p>Same</p>
	<p>Staff assisting individuals in the isolation area must wear mask, eye protection, gloves and gown.</p>	<p>Same</p>
	<p>Staff and students with fevers of 99.5 or higher (with a temporal thermometer) or symptoms associated with COVID-19 should seek medical attention for further evaluation and instructions before returning to school.</p>	<p>Same</p>
	<p>Students sent home with a fever of 99.5 or higher must be fever free for 72 hours without the use of fever reducers, and 10 days since symptoms first appeared before returning to school.</p>	<p>Same</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Staff or students with symptoms who have had a direct exposure to a person with COVID-19 will be considered probable cases and should remain excluded from school/work until release from isolation criteria has been met: https://www.chesterbrookacademy.com/wp-content/uploads/sites/2/2020/10/Exclusion-from-and-retrun-to-school-requirements.pdf</p>	<p>Same</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	CBA will report probable and confirmed reports of COVID-19 in students, staff, faculty to the Chester County Health Department.	Same
	All cases will be evaluated by the school level Pandemic team.	Same
	CBA will send out regular communications (at least 2 weeks) specifically related to ongoing updates and changes to our COVID-19 provisions. These updates will be sent to our families using our Tadpoles communication and also posted on our school level website.	Same
	When appropriate, CBA will take the necessary action to notify the local community.	Same

Other Considerations for Students and Staff

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Protecting students and staff at higher risk for severe illness</p>	<p>Offer remote learning through Laurel Springs online Academy.</p>	<p>Same</p>
	<p>Teachers and students at higher risk should avoid gathering in groups of any size and avoid common areas such as staff lounges.</p>	<p>Same</p>
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>All staff will wear face coverings at all times, except when eating or drinking.</p>	<p>Same</p>
	<p>Staff may wear face shields during instruction of phonics skills.</p>	<p>Same</p>
	<p>When administering first aid, staff will wear a face shield and/or protective eyewear.</p>	<p>Same</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Use of face coverings (masks or face shields) (as appropriate)</p>	<p>Face coverings are required inside for all students, except when eating. https://www.governor.pa.gov/wp-content/uploads/2020/07/20200701-SOH-Universal-Face-Coverings-Order.pdf</p>	<p>Same</p>
	<p>Face coverings will be provided should a staff member/student require one.</p>	<p>Same</p>
	<p>Face coverings will not be worn during exercise, or by anyone who has trouble breathing or is unable to remove the face covering without assistance. A doctor's note is required.</p>	<p>Same</p>
	<p>Students will take frequent mask breaks throughout the day, when 6' apart and for less than 10 minutes at a time. https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</p>	<p>Same</p>
	<p>Gaiters are not permitted until further notice.</p>	<p>Same</p>
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>CBA and Spring Education will develop educational alternatives for students with complex needs or vulnerabilities.</p>	<p>Same</p>
<p>Strategic deployment of staff</p>	<p>Create a staffing model that can adjust to the needs of face to face instruction and remote learning using a Distance Learning Plan using CBA staff or the Online Academy</p>	<p>Same</p>

Health and Safety Plan Professional Development

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Health & Safety Plan	Faculty and Staff	Joe Rodia	In person		August 20, 2020	August 20, 2020
Health & Safety Plan	Parents	Joe Rodia	Virtual		TBD	TBD
Handwashing, Social Distancing Protocols, Staff/Student Safety Procedures, Sanitizing & Disinfecting	Faculty and Staff	Joe Rodia	In person		August 21, 2020	August 21, 2020
Signs and Symptoms of COVID-19	Faculty and Staff	Joe Rodia	In person		August 21, 2020	August 21, 2020

Health and Safety Plan Communications

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

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Health & Safety Plan	Families	Joe Rodia	Virtual, Email, School website, Social Media	TBD	TBD
Academic Plan	Families	Joe Rodia	Virtual, Email, School website, Social Media	TBD	TBD
Reopen Reunite Communication & FAQ	Families	Joe Rodia	Email	7/8/20, 7/10/20	
SEG Consent Form	Families	Joe Rodia	Email	7/28/20	Ongoing

Health and Safety Plan Summary: Chesterbrook Academy Elementary School

Anticipated Launch Date: August 31, 2020

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>Teachers and staff will keep a log of their cleaning routines and this will be monitored by a member of the Pandemic Team.</p> <p>Frequently touched surfaces will be cleaned and disinfected regularly, including door handles, sink handles, lights.</p> <p>The front lobby and entry doors will be sanitized after drop-off each morning.</p> <p>Water fountains are closed. Bottle fillers will be in use by teachers. Students will provide their own water bottle.</p> <p>Bathrooms will be disinfected 1-2x during the school day and each night.</p>

Social Distancing and Other Safety Protocols	
Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible * Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms * Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices * Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs * Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes 	<p>Interactions between groups of students will be restricted and students will be placed into cohorts.</p> <p>Students will sit 6' apart to the maximum extent feasible and appropriate.</p> <p>Classes will be held outside as much as possible, utilizing our outdoor learning spaces.</p> <p>P.E class will be held outside weather permitting.</p> <p>Students will sit only on one side of tables or have a partition between them when sitting on the same side is not possible.</p> <p>Students will remain with the same staff as much as possible and appropriate.</p> <p>Use of supplies and equipment will be limited to one group of students at a time and will be cleaned and disinfected between use.</p>
Limiting the sharing of materials among students	Whenever possible, PE will take place outside.
Staggering the use of communal spaces and hallways	All students will distance from one another. Per CDC, masks or shields are not required during recess if 6' or greater of social distancing can be met.
Adjusting transportation schedules and practices to create social distance between students	Students will participate in recess in a designated area on the playground. They will use the designated area for a given time, then rotate to the next area (ie: 1st grade students play on the playground week one, 1st grade students play on the blacktop on week 2, etc...). Schedule to be determined.
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Shared items will be discouraged but if necessary, items will be cleaned and disinfected between use.
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	

Social Distancing and Other Safety Protocols	
Requirement(s)	Strategies, Policies and Procedures
Continued	<p>Students' belongings will be separated from others' and in individually labeled containers, cubbies, lockers, or other areas</p> <p>Use of supplies and equipment will be limited to one group of students at a time and be cleaned and disinfected between use.</p> <p>Faculty and staff will be required to wash and sanitize hands on a frequent basis</p> <p>Hand washing will be taught and reinforced. At a minimum, students will wash hands upon arrival, before and after eating, upon returning from recess, and after sneezing or coughing</p> <p>Covering coughs and sneezes will be taught among faculty, staff and students.</p> <p>Healthy hygiene behaviors will be promoted, and supplies will be provided, including soap and hand sanitizer, paper towels, tissues and no-touch trash cans. A 60 day supply will be on hand at all times.</p> <p>Signs on how to stop the spread of COVID-19 will be posted (hand washing, everyday protective measures, how to properly wear a face covering).</p> <p>Bus drivers and passengers must wear face coverings while on the bus, in accordance with the Secretary of Health's Order Requiring Universal Face Coverings issued July 1, 2020.</p> <p>Assign seats by cohort (same students sit together each day) and students from the same family to sit together, or both.</p> <p>Where appropriate bus windows will remain open.</p>

Social Distancing and Other Safety Protocols	
Requirement(s)	Strategies, Policies and Procedures
Continued	<p>Disinfect buses after each run. Thoroughly clean and disinfect buses daily.</p> <p>Provide sanitizing options on the bus and promote use.</p> <p>Have all students wash their hands or use hand sanitizer before or immediately upon entering the school.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>Parents are asked to screen students for common COVID-19 symptoms and take their child’s temperature at home before leaving for school.</p> <p>Temperature checks will be taken upon arrival and before lunch each day for students and staff.</p> <p>Health screenings will be completed for each student on their first day of school for the week or after a day they have missed school.</p> <p>Health screenings will be completed by each employee each day and any time they leave the building during the school day.</p> <p>CBA will contact local DOH or CMHD staff before acting in response to a known or suspected COVID-19 case at 1-877-724-3258.</p> <p>All cases will be evaluated by the school level Pandemic team.</p> <p>CBA will send out regular communications (at least 2 weeks) specifically related to ongoing updates and changes to our COVID-19 provisions. These updates will be sent to our families using our Tadpoles communication and also posted on our school level website.</p> <p>When appropriate, CBA will take the necessary action to notify the local community.</p>

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none">* Protecting students and staff at higher risk for severe illness* Use of face coverings (masks or face shields) by all staff* Use of face coverings (masks or face shields) by older students (as appropriate) <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>Face coverings are required inside for all students, except when eating. https://www.governor.pa.gov/wp-content/uploads/2020/07/20200701-SOH-Universal-Face-Coverings-Order.pdf</p> <p>Face coverings are not required outside when 6' distancing is possible.</p> <p>Face coverings will not be worn during exercise, or by anyone who has trouble breathing or is unable to remove the face covering without assistance.</p>

Health and Safety Plan Governing Body Affirmation Statement

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

The plan was approved by a vote of:

Yes

No

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

By:

(Signature of Board President)*

(Print Name of Board President)

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

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

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