

Palmerton Area School District

Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

The Palmerton Area School District's *Path to Reopening Schools: Health and Safety Plan* outlines our school district's reopening activities and instructional plan for the 2020-2021 school year. As directed by the Pennsylvania Department of Education (PDE), the PASD's *Path to Reopening Schools: Health and Safety Plan (HSP)* was developed and tailored to meet the unique needs of the district. It has been created after reviewing recommendations from various health organizations. All district activities have been informed by [Governor Wolf's Process to Open Pennsylvania](#), [Centers for Disease Control and Prevention, July 16 DOH/PDE Guidance](#) and the [American Academy of Pediatrics](#).

As you know, Governor Wolf's plan has categorized reopening into three broad phases: red, yellow, and green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions. Depending upon the public health conditions in Carbon County, there could be additional actions, orders, or guidance provided by PDE and/or the Pennsylvania Department of Health (DOH). Although Carbon County is currently in the green phase, there may be times when the county moves into a different phase as public health indicators improve or worsen in our local area. The Palmerton Area School District's HSP accounts for changing conditions to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

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Introduction: Key Strategies, Guidelines, Procedures and Addressing Community Spread

This action plan documents the Palmerton Area School District's thorough plan for each of the requirements outlined in the *Pennsylvania Department of Education's Preliminary Guidance for Phased Reopening of K-12 Schools*. The tables included identify a detailed summary describing the key strategies, guidelines, and procedures the PASD will employ to ensure the health and safety of stakeholders in the local education community. The HSP includes key information for employees, students, and families regarding the phased reopening of schools. Please be reminded that the purpose of the HSP is to address, as the name indicates, "health and safety" issues of the entire district. Other issues that are not directly related to health and safety will be addressed separately after the HSP has been approved.

As required by PDE, this District's HSP must be school board approved prior to the reopening of schools. It should be noted that this is a fluid document and, as such, may be changed based on the guidance previously noted. The plan will not be reauthorized by the Board of School Directors unless the change is needed for PDE approval. Guidance that mandates Board reauthorization of the HSP to ensure compliance will require a Board agenda item for action.

The following resolution was adopted and approved at the July 21, 2020 school board meeting:










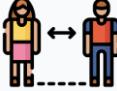
WHEREAS, the World Health Organization has declared the current outbreak of COVID-19 a global pandemic; and
WHEREAS, the Pennsylvania Department of Education has determined that the COVID-19 pandemic constitutes an "emergency" within the meaning of Section 520.1 of the Public School Code; and
WHEREAS, the Board of School Directors has determined that the risks COVID-19 presents to our students, faculty, and community requires an extraordinary response;
NOW THEREFORE, the Board finds and declares that the COVID-19 pandemic is an emergency within the meaning of Section 520.1 of the Pennsylvania School Code.

For the duration of said pandemic but in no event for any period exceeding four years, the Superintendent shall have the duty and the authority to develop a Health and Safety plan in a form and manner prescribed by the Pennsylvania Department of Education that ensures a minimum of 180 days of instruction, allowing for a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level, employing any combination of in-person, virtual, and distance learning as the Superintendent deems appropriate to address the health and safety of students, faculty, and community, and the learning needs of students. Such instruction shall comply in full with the requirement of Chapter 4 of the regulations of the State Board of Education and with the curriculum standards published in accordance therewith.

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Plan Highlights

<p>Teaching & Learning</p> 	<p>The PASD is offering two main options during the Green Phase as listed below. Parents will have the opportunity to select which option they prefer. Changes to the selected option will only be allowed at designated times throughout the school year.</p> <p><u>Option 1: Hybrid Learning</u> General Description: combined in-person and at-home instruction (days of the week assigned by the district) with live, real-time PASD teacher instruction/interaction</p> <p><u>Option 2: Virtual / Online Learning</u> General Description: Full at-home instruction with live, real-time PASD teacher instruction/interaction via a computer</p> <p>For parents who prefer a full cyber approach, please contact Mr. Dan Heaney, PASD Supervisor of Technology, at dheaney@palmerton.org for additional information regarding our Blue Bombers Cyber Academy.</p>	<p>Hygiene Practices</p> 	<p>Staff and students are expected to adhere to hygiene practices set forth by CDC and DOH (handwashing, sanitizing, respiratory etiquette). Personal Protective Equipment (PPE) will be utilized by staff and students in accordance with current CDC and DOH recommendations.</p>
<p>Daily Wellness Checks</p> 	<p>Prior to leaving home, students and staff members are required to take their temperature. Anyone with a temperature of 100.4 or greater and/or experiencing COVID-19 symptoms should not report to school/work and should contact his/her healthcare provider.</p>	<p>School Visitors</p> 	<p>Non-essential visitors and volunteers will not be allowed to enter the school building. Essential visitors should schedule an appointment, will be required to wear a face covering and complete a COVID-19 questionnaire upon entry into the building.</p>
<p>Face Coverings</p> 	<p>It is expected that all staff and students will wear approved face coverings in accordance with the PA Department of Health (DOH)/ Governor's order(s). Students must provide their own approved face covering/mask. Parents should put in place a cleaning process at home which will allow for routine cleaning of face coverings/masks.</p>	<p>Transportation</p> 	<p>Bus riders must wear a face covering/mask. Buses will operate with a maximum of two students per seat if needed. Cleaning and disinfecting frequently touched surfaces will occur. Walking to school and parent drop-off/pick-up are encouraged.</p>
<p>Cleaning & Disinfecting</p> 	<p>All cleaning supplies will meet or exceed local, state, federal, and CDC recommendations and guidelines. PASD staff use approved disinfectant and a process that ensures the cleaning and disinfecting of high-touch surfaces.</p>	<p>Meals</p> 	<p>PASD will implement alternate meal serving methods and may utilize additional spaces to establish a minimum of 6 feet of social distancing during breakfast and lunches. Meal areas will be cleaned and disinfected before and after eating.</p>
<p>Students or Staff Showing COVID-19 Symptoms While at School</p> 	<p>Anyone showing signs of illness will be quarantined and sent home immediately. If a case of COVID-19 is <u>confirmed</u>, the Department of Health (DOH) will provide guidance related to contact tracing, testing, quarantine, etc. This may result in a change to the instructional method, classroom/school closure, and/or a transition to online learning.</p>	<p>Social Distancing</p> 	<p>The PASD is planning for 6 feet of social distancing at all times. An exact 6 feet distance may fluctuate at various points during the day depending on the room size, number of students in attendance, etc. We will maximize the amount of space between students whenever possible.</p>


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<p style="text-align: center;">Focus Area #1</p>	<p style="text-align: center;">Red Phase (Substantial Spread)</p> <p style="text-align: center;">Schools (for in-person instruction) and Most Child Care Facilities Closed</p>	<p style="text-align: center;">Yellow Phase (Minimal/Moderate Spread)</p> <p style="text-align: center;">Schools may provide in-person instruction only in accordance with Department of Education guidance</p>	<p style="text-align: center;">Green Phase (Low/No Spread)</p> <p style="text-align: center;">Schools may provide in-person instruction only in accordance with Department of Education guidance</p>
<p style="text-align: center;">Teaching and Learning</p> <div style="text-align: center;">  </div>	<p><u>Important Information:</u> - Schools buildings and facilities are closed.</p> <p><u>Instruction:</u> All instruction will be provided via remote learning and adhere to the Continuity of Education Plan.</p> <p style="color: blue;">PASD Continuity of Education Plan</p>	<p><u>Instruction:</u> - Instruction will occur virtually. The hybrid option that is available in the Green Phase will not be provided during the Yellow Phase.</p> <p><u>Instructional Day</u> Elementary Level: Standard hours (no changes) Junior/Senior High: Dismissal will be at 2:05. The start time is unchanged.</p> <p>Please note that the Superintendent reserves the right to alter the instructional day as needed in accordance with the Resolution that was approved at the July 21 school board meeting.</p> <p style="text-align: center;">=====</p> <p><u>VIRTUAL</u> - Students will participate in full virtual learning through live instruction with a PASD teacher. - Students will be enrolled in their school and assigned to a PASD teacher (or teachers) just as they would be if they were in the actual face-to-face school setting. - Students will be able to see and hear his/her teacher(s) conduct instruction and participate in lessons just as they would if they were physically in the classroom. Note: This method <u>will not be</u> the</p>	<p><u>Instruction:</u> - The district's primary instructional method at all grade levels will be live instruction provided by PASD teachers. - The PASD strongly recommends Option #1 during the Green Phase.</p> <p>The PASD recognizes and acknowledges that there may be families that prefer a full virtual option during these challenging and uncertain times.</p> <p>We believe that the options provided will give students structure and routine, while being flexible enough to allow parents to be included in the decision-making process that they believe is in the best interest of their child.</p> <p><u>Instructional Day</u> Elementary Level: Standard hours (no changes) Junior/Senior High: Dismissal will be at 2:05. The start time is unchanged.</p> <p>Please note that the Superintendent reserves the right to alter the instructional day as needed in accordance with the Resolution that was approved at the July 21 school board meeting.</p> <p style="text-align: center;">=====</p>


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<p>Teaching and Learning (cont.)</p> 		<p>same as it was during the spring when schools were closed. Instead, it <u>will be</u> a full day of live instruction, lessons, and activities.</p> <p><u>Note for Teachers & Paraprofessionals:</u> Instruction will occur from the school/classroom unless directed. Students will be home, but teachers and paraprofessionals will be at school.</p> <p>=====</p> <p><u>CYBER SCHOOL</u> The PASD also offers a full cyber academy option called Blue Bombers Cyber Academy. Although the instruction is accessed virtually, students <u>will not</u> receive live instruction with PASD teachers. For additional information regarding the district’s cyber academy option, please contact Mr. Dan Heaney at dheaney@palmerton.org.</p> <p>=====</p> <p><u>Special Education Students</u> For additional information, please contact Mrs. Suzanne Rentschler at srentschler@palmerton.org.</p> <p>=====</p> <p><u>Targeted interventions and supports:</u> Additional instructional supports will be provided to students at-risk of not graduating on time; students with disabilities; students who struggled in the prior distance/remote learning environment (i.e.</p>	<p><u>IMPORTANT:</u> There are two main options listed below. Parents will have the opportunity to select which option they prefer. Changes to the selected option will only be allowed at designated times throughout the school year. Please review all options carefully.</p> <p><u>OPTION 1: HYBRID</u></p> <p>Hybrid learning is a combination of in-person instruction at school and live instruction at home via the computer.</p> <p><u>Student Groups:</u> Each classroom will be divided into two groups, which will be assigned by the principal and provided to parents in August.</p> <p>Group 1: M & Tu: In-person W, Th, & F: Live remote learning</p> <p>Group 2: W & Th: In-person M, Tu, & F: Live remote learning</p> <p><u>OPTION 2: VIRTUAL</u> - Parents can opt to have their child participate in virtual learning through live instruction with a teacher. - Students will be enrolled in their school and assigned to a PASD teacher (or teachers) just as they would be if they were in the actual face-to-face school setting. - Students will be able to see and hear his/her teacher(s) conduct</p>
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<p>Teaching and Learning (cont.)</p> 		<p>early grades, English Language Learners, etc.); other students identified as academically at-risk by teachers and parents. This information will be detailed in each school's individual plan.</p> <p>=====</p> <p><u>Internet Access:</u> If you do not have internet access at home, please contact your child's principal for additional information.</p> <p>=====</p> <p><u>Materials and Resources</u></p> <p>PASD Continuity of Education Plan</p>	<p>instruction and participate in lessons just as they would if they were physically in the classroom.</p> <p><u>Note:</u> This method <u>will not be</u> the same as it was during the spring when schools were closed. Instead, it <u>will be</u> a full day of live instruction, lessons, and activities.</p> <p>=====</p> <p><u>OPTION 3: CYBER SCHOOL</u> The PASD offers a full cyber academy option called Blue Bombers Cyber Academy. Although the instruction is accessed virtually, students <u>will not</u> receive live instruction with PASD teachers. For additional information regarding the district's cyber academy option, please contact Mr. Dan Heaney at dheaney@palmerton.org.</p> <p>=====</p> <p><u>Special Education Students</u> For additional information, please contact Mrs. Suzanne Rentschler at srentschler@palmerton.org.</p> <p>=====</p> <p><u>Targeted interventions and supports:</u> Additional instructional supports will be provided to students at-risk of not graduating on time; students with disabilities; students who struggled in the prior distance/remote learning environment (i.e. early grades, English Language Learners, etc.); other students identified as academically at-risk by</p>
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<p>Teaching and Learning (cont.)</p> 			<p>teachers and parents. This information will be detailed in each school's individual plan.</p> <p>=====</p> <p>Internet Access: If you do not have internet access at home, please contact your child's principal for additional information.</p> <p>=====</p> <p>Materials and Resources</p> <p>PASD Continuity of Education Plan</p>
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Focus Area #2	Red Phase (Substantial Spread)	Yellow Phase (Minimal/Moderate Spread)	Green Phase (Low/No Spread)
<p>Prevention Practices</p> 	<p>Schools (for in-person instruction) and Most Child Care Facilities Closed</p>	<p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p>	<p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p>
	<p><u>Important Information</u></p> <ul style="list-style-type: none"> - School buildings and facilities are closed. - Only essential staff may be required to report to work in person to carry out essential tasks. Whenever possible, essential staff should work from home. Other employees will work from home (as directed). - Virtual platforms should be used to conduct essential business and keep in-person reporting to an absolute minimum during school closures. <p><u>Cleaning, Sanitizing, Disinfecting, and Ventilation</u></p> <ul style="list-style-type: none"> - Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products <p><u>Prevention Practices</u></p> <ul style="list-style-type: none"> - Use website and/or other communication methods to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols 	<p><u>Masks/Face Shields</u></p> <ul style="list-style-type: none"> - Because teachers will be alone in the classroom during virtual instruction, a face covering will not be required. - Employees must wear an approved face covering (mask and/or face shield) at all other times unless otherwise designated in this plan. Face shields will be provided for all teachers, paraprofessionals, and other employees upon request. - We will follow the DOH/Governor's guidance at all times. <p><u>Cleaning, Sanitizing, Disinfecting, and Ventilation</u></p> <p>Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products.</p> <p><u>Day Shift Custodial Staff</u></p> <ul style="list-style-type: none"> - Continue everyday responsibilities and tasks - Clean excessively touched items throughout the day <ul style="list-style-type: none"> • door knobs • hand railings • light switches • printer/copiers 	<p><u>Masks/Face Shields</u></p> <ul style="list-style-type: none"> - Employees must wear an approved face covering (mask and/or face shield) at all other times unless otherwise designated in this plan. Face shields will be provided for all teachers, paraprofessionals, and other employees upon request. - Students are expected to bring their own mask to school every day. The district will have some extra masks available in case a student's original mask is soiled throughout the day (i.e. bloody nose, dropped on the floor, etc.) - We will follow the DOH/Governor's guidance at all times. <p><u>Cleaning, Sanitizing, Disinfecting, and Ventilation</u></p> <p>Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products</p> <p><u>Day Shift Custodial Staff</u></p> <ul style="list-style-type: none"> - Continue everyday responsibilities and tasks - Clean excessively touched items throughout the day <ul style="list-style-type: none"> • door knobs


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<p>Prevention Practices (cont.)</p> 	<p>- Encourage COVID-19 testing as needed</p> <p><u>Cleaning, sanitizing and disinfecting</u> -continue routine cleaning and disinfecting for areas where minimal staff is utilizing facility -continue cleaning excessively touched items throughout day -areas not being used or occupied for 7 days or longer only need routine cleaning when reopening (virus does not live past the 7-day mark)</p> <p><u>Materials, Resources and/or Supports Needed</u> CDC Hand Hygiene CDC Disinfecting Your Facility CDC Protect Yourself CDC Symptoms CDC COVID-19 and Children CDC Communication Resources</p>	<ul style="list-style-type: none"> • water fountains if not disabled <p>- Hallway restrooms will be cleaned midday (using the proper PPE)</p> <ul style="list-style-type: none"> • wet mopping with disinfectant • disinfecting toilets, urinals, sinks, paper dispensers and partitions <p><u>Night Shift Custodial Staff</u> - Continue everyday responsibilities and tasks</p> <ul style="list-style-type: none"> • Cleaning restrooms using proper PPE • Vacuum • Dry mopping • wet mop with disinfectant • wipe down, clean and disinfect <ul style="list-style-type: none"> ○ Chairs ○ Desks ○ Tables ○ Doors/door handles ○ Light switches ○ Computers ○ Phones ○ Counters ○ Corridor walls ○ Hand railings ○ Locks on lockers <p><u>Custodial/Maintenance PPE</u> - Masks, face shields, gloves, and safety glasses/goggles - Maintenance and custodial staff will be required to wear proper PPE for each daily task - Gloves will be changed frequently throughout the work day - Areas or surfaces should first be</p>	<ul style="list-style-type: none"> • hand railings • light switches • printer/copiers • water fountains if not disabled <p>- Hallway restrooms will be cleaned midday (using the proper PPE)</p> <ul style="list-style-type: none"> • wet mopping with disinfectant • disinfecting toilets, urinals, sinks, paper dispensers and partitions <p><u>Night shift custodial staff</u> -continue everyday responsibilities and tasks</p> <ul style="list-style-type: none"> • Cleaning restrooms using proper PPE • Vacuum • Dry mopping • wet mop with disinfectant • wipe down, clean and disinfect <ul style="list-style-type: none"> ○ Chairs ○ Desks ○ Tables ○ Doors/door handles ○ Light switches ○ Computers ○ Phones ○ Counters ○ Corridor walls ○ Hand railings ○ Locks on lockers <p><u>Custodial/Maintenance PPE</u> - Masks, face shields, gloves, and safety glasses/goggles - Maintenance and custodial staff will be required to wear proper PPE for each daily task</p>
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<p>Prevention Practices (cont.)</p> 		<p>cleaned with soap and water</p> <p><u>PPE Professional Development</u> - All staff will receive training on how to properly apply and remove PPE CDC PPE Professional Development/Training</p> <p><u>Ventilation</u> - There will be an increase of outside air introduced to the building through our HVAC systems. - Air filter changes will be checked on a regular schedule established by the facilities department. - If applicable, windows will be opened in areas where the HVAC system is not capable of outside air transfer.</p> <p><u>Hygiene Practices for Staff</u> - Staff are expected to adhere to hygiene practices set forth by CDC and DOH. - Staff will utilize PPE in accordance with current CDC and DOH recommendations. - Hand soap will be available in all bathrooms. - Hand sanitizer will be provided in all classrooms and high-traffic areas*. - Paper towels and no-touch trash cans will be in all bathrooms, classrooms, and high-traffic areas*.</p> <p><u>Signage</u> - Signage will be posted at entrances, bathrooms, and throughout the facility in other high-traffic areas*. Signage to be Posted</p>	<ul style="list-style-type: none"> - Gloves will be changed frequently throughout the work day - Areas or surfaces should first be cleaned with soap and water <p><u>PPE Professional Development</u> - All staff will receive training on how to properly apply and remove PPE CDC PPE Professional Development/Training</p> <p><u>Ventilation</u> - There will be an increase of outside air introduced to the building through our HVAC systems. - Air filter changes will be checked on a regular schedule established by the facilities department. - If applicable, windows will be opened in areas where the HVAC system is not capable of outside air transfer.</p> <p><u>Hygiene Practices for Students and Staff</u> - Staff and students are expected to adhere to hygiene practices set forth by CDC and DOH. - Staff and students will utilize PPE in accordance with current CDC and DOH recommendations. - Hand soap will be available in all bathrooms. - Hand sanitizer will be provided in all classrooms and high-traffic areas*. - Paper towels and no-touch trash cans will be in all bathrooms, classrooms, and high-traffic areas*. - Teachers will review hygiene practices with their students on the first day of school.</p>
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<p>Prevention Practices (cont.)</p> 		<p><u>Limiting the sharing of materials among students</u></p> <ul style="list-style-type: none"> - Water fountains will be turned off. Staff will be encouraged to bring a full water bottle from home each day. <p><u>Cleaning Plan</u></p> <ul style="list-style-type: none"> - By August 14, a detailed cleaning plan will be created by Mr. Faenza and approved by Dr. Frankelli. - This document does not require school board approval. Once approved by Dr. Frankelli, it will be posted on the district's website. <p><u>Materials, Resources and/or Supports Needed</u></p> <p>Types of PPE</p> <p>Personal Protective Equipment</p> <p>*High-traffic areas are defined as the gym, auditorium, cafeteria, lobby, office, hallways and/or any other area as determined by the administration.</p>	<p>Hand washing toolkit</p> <p><u>Signage</u></p> <ul style="list-style-type: none"> - Signage will be posted at entrances, bathrooms, and throughout the facility in other high-traffic areas*. <p>Signage to be Posted</p> <p><u>Limiting the sharing of materials among students</u></p> <ul style="list-style-type: none"> - Whenever possible, items should not be shared between students. - Items that may need to be shared (for example, laptops/computers) must be disinfected by the teacher after each use. Teachers will be provided with pre-soaked cleaning clothes and gloves. - Water fountains will be turned off. Students and staff will be encouraged to bring a full water bottle from home each day. <p><u>Cleaning Plan</u></p> <ul style="list-style-type: none"> - By August 14, a detailed cleaning plan will be created by Mr. Faenza and approved by Dr. Frankelli. - This document does not require school board approved. Once approved by Dr. Frankelli, it will be posted on the district's website. <p><u>Wiping of Desks During the Regular Day:</u></p> <p>Teachers will be provided with pre-soaked cleaning clothes and gloves so that they can do the following throughout the day as needed:</p> <ul style="list-style-type: none"> - Elementary Level: Wipe student desks before and after meals (if meals occur in the classroom) - Junior High: Wipe student desks before and after meals (if meals
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<p>Prevention Practices (cont.)</p> 			<p>occur in the classroom) and if/when students switch classrooms.</p> <ul style="list-style-type: none">- Senior High: Wipe student desks after the completion of “blocks” 1, 2, and 3 in the schedule.- Additional information will be discussed and provided to Michelle Muffley, PAEA President, prior to the start of the school year.- Wiping with the cleaning product is the preferred and recommended usage. <p><u>Materials, Resources and/or Supports Needed</u></p> <p>Signage to be Posted</p> <p>Hand washing toolkit</p> <p>Types of PPE</p> <p>Personal Protective Equipment</p> <p>*High-traffic areas are defined as the gym, auditorium, cafeteria, lobby, office, hallways and/or any other area as determined by the administration.</p>
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Focus Area #3	Red Phase (Substantial Spread) Schools (for in-person instruction) and Most Child Care Facilities Closed	Yellow Phase (Minimal/Moderate Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance	Green Phase (Low/No Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance
Transportation 	Schools are closed, so transportation is not needed.	Instruction will occur virtually, so transportation will not be needed.	<p>Home</p> <ul style="list-style-type: none"> - Parents will be instructed to screen for symptoms of illness and take their child's temperature every morning. They will be directed to keep ill students home from school. - Information and guidance regarding these screening procedures will be provided to parents. <p>Bus Stops</p> <p><u>The PASD agrees to enforce the following steps:</u></p> <ul style="list-style-type: none"> - Parents/Guardians will be encouraged to stay at the bus stop with their child to provide adequate supervision and encourage and/or enforce social distancing. - Masks are required at the bus stop. <p><u>George's Transportation Co. agrees to take the following steps:</u></p> <ul style="list-style-type: none"> - Employees will be instructed to screen for symptoms of illness and take their own temperature every morning. They will be directed to stay home if ill. - Bus drivers will receive training to ensure proper cleaning of the buses. - Symptomatic or sick employees will not be permitted on the bus. - Symptomatic or sick students will be sent home if a parent is at the bus stop when picked up. If not,


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<p>Transportation (cont.)</p> 			<p>the driver will put the student in a designated seat at the front of the bus away from other children. Upon arrival at the school, the principal and/or nurse will be immediately notified. The student will be taken to the nurse's office and screened for symptoms.</p> <p style="text-align: center;"><u>Riding the Bus</u></p> <p>The PASD agrees to enforce the following steps:</p> <ul style="list-style-type: none">- Students will be required to wear face shields and/or masks when entering, riding, and exiting the bus.- Students will be required to sit in their assigned seat.- Siblings will be seated together.- Students will not consume food/drinks on the bus. <p><u>George's Transportation Co. agrees to take the following steps:</u></p> <ul style="list-style-type: none">- Buses will operate with a maximum of 2 students per seat if needed.- Tape will be used to put an "X" on each seat to indicate where students are required to sit.- An assigned seating chart will be created and available on each bus.- Bus drivers will be required to wear face shields and/or masks when students enter, ride, and exit the bus. Drivers must wear a mask at all times when students are present. Guidance from Governor Wolf's office will be followed regarding exceptions.- Students will be encouraged to open the windows when the weather is appropriate.- Drivers will not consume
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Palmerton Area School District

Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

<p>Transportation (cont.)</p> 			<p>food/drinks on the bus.</p> <p><u>Preventative Measures</u> The PASD agrees to provide the following steps:</p> <ul style="list-style-type: none">- Parents will be instructed to screen for symptoms of illness and take their child's temperature every morning. They will be directed to keep ill students home from school.- Parents will be provided with information to review with their children prior to the start of school.- School personnel will review bus rules, bus stop rules, mask enforcement guidelines, etc. on the first day of school. <p><u>George's Transportation Co. agrees to take the following steps:</u></p> <ul style="list-style-type: none">- High-touch surfaces on all buses will be disinfected after each scheduled run.- Hand sanitizer will be provided for drivers and students.- Bus drivers will be required to wash hands before and after shifts.- PPE will be provided for bus drivers.- Posters encouraging staying at home when sick, covering coughs and sneezes, and washing hands often will be placed on the bus in sight of all passengers.- Buses will be aired out when not in use. <p><u>Field Trips:</u></p> <ul style="list-style-type: none">- Field trips will not be permitted until further notice. This includes Community Based Instruction trips planned through the special education department.
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Palmerton Area School District

Path to Reopening Schools: Health and Safety Plan – DRAFT as of 7/24/20

<p>Transportation (cont.)</p> 			<p>Materials, Resources and/or Supports Needed</p> <p>Types of PPE</p> <p>CDC What bus transit operators need to know about COVID-19</p> <p>CDC Educational Materials</p>
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Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

Focus Area #4	Red Phase (Substantial Spread)	Yellow Phase (Minimal/Moderate Spread)	Green Phase (Low/No Spread)
<p style="text-align: center;">Entering School Buildings</p> <div style="text-align: center;">  </div>	<p style="text-align: center;">Schools (for in-person instruction) and Most Child Care Facilities Closed</p> <p><u>Important Information:</u></p> <ul style="list-style-type: none"> - Schools buildings and facilities are closed. - Only essential staff may be required to report to work in person to carry out essential tasks. Whenever possible, essential staff should work from home. - Other employees, including teachers, will work from home. - Virtual platforms should be used to conduct essential business and keep in-person reporting to an absolute minimum during school closures. <p><u>Visitors</u> Visitors are not allowed.</p> <p><u>Materials, Resources and/or Supports Needed</u> Coronavirus Warning Poster for Business Entrances</p>	<p><u>Meetings:</u></p> <ul style="list-style-type: none"> - Remote meetings are <u>required</u>. This includes, but is not limited to, IEP meetings, parent/teacher conferences, PTO meetings, booster/athletic meetings, and school board meetings. <p><u>Staff:</u></p> <ul style="list-style-type: none"> - Symptomatic or sick employees will not be permitted into the school. - Wellness screening procedures will be created and distributed to employees <p><u>Materials, Resources and/or Supports Needed</u> Coronavirus Warning Poster for Business Entrances</p>	<p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p> <p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p> <p>Although Carbon County is currently in the green phase, the following procedures will be in place until further notice.</p> <p><u>Visitors:</u></p> <ul style="list-style-type: none"> - The only visitors allowed in the school will be law enforcement, Children and Youth employees, TSS, BSC, IU employees and other non-PASD employees who are providing services identified in a child's IEP or medical health plan. - Parents will need to wait outside if picking up their child from school. Office personnel will bring the child to the front door to meet the parent. - The only exceptions will be extreme behavioral and/or medical issues, which will be solely at the discretion of the principal. -Volunteers are not permitted. <p><u>Meetings:</u></p> <ul style="list-style-type: none"> - Remote meetings are <u>strongly encouraged</u> whenever possible. This includes, but is not limited to, IEP meetings, parent/teacher conferences, PTO meetings, booster/athletic meetings, and school board meetings. - If a meeting can be held remotely, it should be conducted in this manner.

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<p>Entering School Buildings (cont.)</p> 			<p><u>Allowed visitors (as identified previously) must follow these screening procedures upon entrance or they will be directed to leave:</u></p> <ul style="list-style-type: none">- Visitors are required to take their own temperature prior to coming to the school and remain at home if warranted.- Visitors must call/ring the front office before entering. Screening of symptoms of illness will be required for staff and visitors prior to entering the school.- Temperature checks will be required before entering buildings - completion of COVID-19: Screening Checklist - for Visitors and Staff- Symptomatic or sick visitors will not be permitted into the school.- Face coverings/masks will be required for all visitors entering the building and while visiting the building. <p><u>Preventative Measures:</u></p> <ul style="list-style-type: none">- Signage will be posted at entrances to communicate how to stop the spread of COVID-19 symptoms, preventative measures (including staying home when sick), proper hygiene, and school/district specific protocols.- Spaced lines marked to enter the building, designate entrance and exit flow paths, and promote social distancing will be provided.- Hand sanitizer will be accessible for all visitors.- Meeting rooms will be sanitized at the conclusion of the meeting. <p><u>Staff and Students:</u></p> <ul style="list-style-type: none">- Symptomatic or sick employees,
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<p>Entering School Buildings (cont.)</p> 			<p>students and visitors will not be permitted into the school.</p> <ul style="list-style-type: none">- Wellness screening procedures will be created and distributed to employees <p>School-Specific Procedures</p> <ul style="list-style-type: none">- By August 14, protocols for student drop off/pick up, staggered entry and release (by grade, class, or bus numbers), marked spacing for pickup, etc. will be developed by each building principal. These plans will be submitted to Dr. Frankelli for review and approval.- As stated on page 4, these documents do not require school board approval. Once approved by Dr. Frankelli, they will be posted on the district's website. <p>Materials, Resources and/or Supports Needed</p> <p>Coronavirus Warning Poster for Business Entrances</p>
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Focus Area #5	Red Phase (Substantial Spread) Schools (for in-person instruction) and Most Child Care Facilities Closed	Yellow Phase (Minimal/Moderate Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance	Green Phase (Low/No Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance
<p>Serving Meals</p> 	<p>Schools are closed, so meals will not be served.</p>	<p>Students will not be in the building so student meals will not be needed.</p>	<p><u>Serving Models:</u></p> <ul style="list-style-type: none"> - Meals must be served in a location where 6 feet of social distancing can be provided. - Alternate locations (such as the gym) should be considered. - Meals can only be served in the cafeteria if all of the following guidelines are met: <ul style="list-style-type: none"> • Spaced serving lines (marked on floors) • Spaced seating at least 6 feet apart • Longer meal periods for more staggered meal delivery <p><u>Safety Items</u></p> <ul style="list-style-type: none"> - Staff and students will be required to wash hands or use hand sanitizer before and after meal service. - Staff will be required to wear face masks/coverings during meal preparation and service. - Hand sanitizer will be available for students and staff. - While wearing PPE, a cafeteria department employee will enter all student payment information on the terminal. - Disposable plates, utensils will be utilized as needed. - Sharing food, drinks, and/or utensils is not permitted. - Hand sanitizer will be accessible for all visitors.

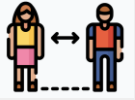
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<p>Serving Meals (cont.)</p> 			<ul style="list-style-type: none"> - Cleaning of high-touch surfaces will be conducted after each meal service <p><u>Preventative Measures</u></p> <ul style="list-style-type: none"> - Spaced lines will be marked to enter the cafeteria and serving lines - Designated entrances and exits to assist with flow paths to serving lines will be visibly marked. - The principal will create a meal schedule that allows additional time between sections/periods if needed for appropriate cleaning. - Posters encouraging covering coughs and sneezes, and washing hands often will be placed in cafeteria in sight of all students and staff <p><u>School-Specific Procedures</u></p> <ul style="list-style-type: none"> - By August 14, protocols for student meals will be developed by each building principal. These plans will be submitted to Dr. Frankelli for review and approval. - These documents do not require school board approval. Once approved by Dr. Frankelli, they will be posted on the district's website. <p><u>Materials, Resources and/or Supports Needed</u></p> <p>Types of PPE</p> <p>CDC Educational Materials</p>
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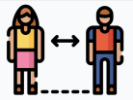
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Focus Area #6	Red Phase (Substantial Spread) Schools (for in-person instruction) and Most Child Care Facilities Closed	Yellow Phase (Minimal/Moderate Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance	Green Phase (Low/No Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance
<p style="text-align: center;">Social Distancing and Other Safety Protocols</p> 	<p><u>Important Information:</u></p> <ul style="list-style-type: none"> - Schools buildings and facilities are closed. - Only essential staff may be required to report to work (in person) to carry out essential tasks. Whenever possible, essential staff will work from home. - Virtual platforms should be used to conduct essential business and keep in-person reporting to an absolute minimum during school closures. 	<p><u>Employees</u></p> <p>Unless otherwise directed by the Superintendent, all employees will be reporting to their assigned building(s) during the Yellow Phase. Therefore, all employees are required to maintain 6 feet of social distancing at all times.</p>	<p><u>Classroom/Learning Space and Recess</u></p> <ul style="list-style-type: none"> - Approximately 6 feet of separation (to the maximum extent feasible among students and staff) will be provided in all classrooms. - During recess, 6 feet is required. See page 37 for additional details. July 16 DOH/PDE Guidance <p><u>Cafeteria</u></p> <ul style="list-style-type: none"> - Meals will be served in a location where 6 feet of social distancing can be provided. - Alternate locations (such as the gym) should be considered if needed. - Please see Focus Area #5 for additional details. <p><u>Buses</u></p> <ul style="list-style-type: none"> - Buses will operate with approximately 24 students per bus, with a maximum of 2 per seat if needed. - Tape will be used to put an “X” on each seat to indicate where students are required to sit. - Please see Focus Area #3 for additional details. <p><u>Materials, Resources and/or Supports Needed</u></p> <p>Types of PPE Signage Samples Floor markings- Tape</p>

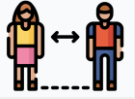
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Focus Area #7	Red Phase (Substantial Spread) Schools (for in-person instruction) and Most Child Care Facilities Closed	Yellow Phase (Minimal/Moderate Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance	Green Phase (Low/No Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance
<p>Transitioning in Congregate Settings</p> 	<p>School buildings are closed, so this focus area is n/a.</p>	<p><u>Employees</u> All employees are required to maintain 6 feet of social distancing at all times.</p> <p><u>Handwashing/Hand Sanitizing</u> - Specific details regarding handwashing and/or hand sanitizing will be outlined in each building plan's procedures and guidelines. - Hand sanitizer dispensers will be available for student/staff use.</p> <p><u>General Preventative Measures</u> - Posters encouraging covering coughs and sneezes, washing hands often, etc. will be placed in high-traffic areas in sight of all students and staff.</p> <p><u>Materials, Resources and/or Supports Needed</u></p> <p>Signage to be Posted</p>	<p><u>District/School Transitioning Considerations</u> - We will limit mixing between groups (to the maximum extent feasible based on student schedules, IEP needs, etc.).</p> <p><u>Arrival & Dismissal:</u> - The administration and bus company will work together to devise a plan that allows for staggered bus drop-off and pick-up. - Specific details regarding walkers, bus students, door use, etc. will be outlined in each building plan's procedures and guidelines. The junior and senior high school will work together on this section because they have the same start/end times. - Bus hall at the secondary level is eliminated.</p> <p><u>Meal Service</u> - Specific details regarding eating meals will be outlined in each building plan's procedures and guidelines.</p> <p><u>Handwashing/Hand Sanitizing Before/After Meals</u> - Specific details regarding handwashing and/or hand sanitizing will be outlined in each building plan's procedures and</p>

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<p>Transitioning in Congregate Settings (cont.)</p> 			<p>guidelines.</p> <ul style="list-style-type: none">- Hand sanitizer dispensers will be available for student/staff use. <p><u>Staggering the use of communal spaces and hallways</u></p> <p>Specific details regarding transitions and use of communal space will be outlined in each building level plan. As of today, the tentative plan is that the high school students will transition from block-to-block. In all other schools, the current plan is for the students to remain in their room while the teachers transition from room to room.</p> <p><u>For class changes and other transitions throughout the school day:</u></p> <ul style="list-style-type: none">- Additional time for transitions will be provided.- Lanes in the hallways will be created and marked to keep students separated.- Principals will plan staggered class changes (i.e. by hall, odd/even room numbers, grade/discipline) to decrease the number of students in hallways at one time- Whenever possible, the teachers will change classrooms instead of the students. <p><u>Lockers:</u></p> <p>If applicable, specific details regarding locker usage will be outlined in each building level plan.</p> <p><u>Bathrooms:</u></p> <ul style="list-style-type: none">- Specific details regarding bathroom use will be outlined in
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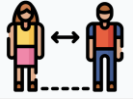
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<p>Transitioning in Congregate Settings (cont.)</p> 			<p>each building level plan.</p> <p>Other Areas Specific details regarding other areas (i.e. parking lots, “cat walk” exiting the property, etc.) will be outlined in each building level plan.</p> <p>General Preventative Measures (as applicable in each school)</p> <ul style="list-style-type: none">- Principals will designate entrances and exit flow paths to serving lines in the cafeteria (if/when applicable)- Posters encouraging covering coughs and sneezes, washing hands often, etc. will be placed in high-traffic areas in sight of all students and staff.- As a preventative measure, spaced lines will be marked to enter the cafeteria and serving lines (to the maximum extent possible)- Hand sanitizer will be available in all classrooms, cafeteria, etc.- Cafeteria tables will be cleaned in between each lunch period. <p>Materials, Resources and/or Supports Needed</p> <p>Signage to be Posted</p>
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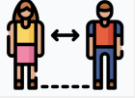
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Focus Area #8	Red Phase (Substantial Spread) Schools (for in-person instruction) and Most Child Care Facilities Closed	Yellow Phase (Minimal/Moderate Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance	Green Phase (Low/No Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance
<p>Large Group Gatherings</p> 	<p>School buildings are closed, so this focus area is n/a.</p> <p>Abide by the maximum number of people allowed as defined by Governor’s current statewide order</p>	<p>Limitations</p> <ul style="list-style-type: none"> - Gatherings of no more than 25 people permitted per Governor Wolf’s order. In the issue of safety, the district reserves the right to lessen this number as needed at the directive of the Board and/or Superintendent. <p>Preventative Measures</p> <ul style="list-style-type: none"> - The district will not hold events that exceed the maximum number of people allowed to congregate as defined by Governor Wolf’s team - Mitigate the congregation of employees in parking lots and common areas. <p>Fire Drills</p> <ul style="list-style-type: none"> - All schools will abide by the maximum number of people allowed to congregate as defined by the Governor. - We will maintain social distancing guidelines to the maximum extent possible during drills. - Principals will conduct all drills in accordance with public school code of 1949 - 1949 Act 14 - Pa General Assembly and your school’s Emergency Operations Plan. - In order to better practice social distancing, consider utilizing a multi-faceted response approach such as modified building and classroom evacuations. 	<p>Limitations</p> <ul style="list-style-type: none"> - Outdoor events and gatherings of more than 250 people are prohibited. - Indoor events and gatherings of more than 25 people are prohibited. (Schools are not included in this mandate from the DOH.) - The district reserves the right to lessen this number as needed at the directive of the Board and/or Superintendent. - Virtual meetings/events are required whenever possible. <p>Preventative Measures</p> <ul style="list-style-type: none"> - The district will not hold events that exceed the maximum number of people allowed to congregate as defined by Governor Wolf’s team - Mitigate the congregation of students in parking lots and common areas. - Stagger the schedule for large group gatherings (i.e. recess and school meals) - Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing <p>Fire Drills</p> <ul style="list-style-type: none"> - All schools will abide by the maximum number of people allowed to congregate as defined by the Governor.
Large Group			

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<p>Gatherings (cont.)</p> 		<p>Materials and Resources</p> <p>Governors Health and safety guidance</p> <p>https://www.health.pa.gov/topics/disease/coronavirus/Pages/Coronaviruses.aspx</p>	<p>- We will maintain social distancing guidelines to the maximum extent possible during drills.</p> <p>- Principals will conduct all drills in accordance with public school code of 1949 - 1949 Act 14 - Pa General Assembly and your school's Emergency Operations Plan.</p> <p>- In order to better practice social distancing, consider utilizing a multi-faceted response approach such as modified building and classroom evacuations.</p> <p>Materials and Resources</p> <p>Governors Health and safety guidance</p> <p>https://www.health.pa.gov/topics/disease/coronavirus/Pages/Coronaviruses.aspx</p>
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Focus Area #9	Red Phase (Substantial Spread)	Yellow Phase (Minimal/Moderate Spread)	Green Phase (Low/No Spread)
<p>Behavioral Health Supports</p> 	<p>Schools (for in-person instruction) and Most Child Care Facilities Closed</p> <p><u>Employees have access to a variety of Behavioral Health Supports that may include:</u></p> <ul style="list-style-type: none"> EAP Program Behavioral health support through employee benefits plan Community resources <p>Please contact Dr. Frankelli's office for additional information.</p> <p><u>Students, families, and PASD employees have access to the following Behavioral Health Supports:</u></p> <ul style="list-style-type: none"> Carbon County residents Lehigh County residents Northampton County residents <p><u>Materials, Resources and/or Supports Needed</u> SEL Instructional Practices/Supports (Trauma Impacts of COVID-19)</p>	<p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p> <p><u>Employees have access to a variety of Behavioral Health Supports that may include:</u></p> <ul style="list-style-type: none"> EAP Program Behavioral health support through employee benefits plan Community resources <p>Please contact Dr. Frankelli's office for additional information.</p> <p><u>Students, families, and PASD employees have access to the following Behavioral Health Supports:</u></p> <ul style="list-style-type: none"> Carbon County residents Lehigh County residents Northampton County residents <p><u>Materials, Resources and/or Supports Needed</u> SEL Instructional Practices/Supports (Trauma Impacts of COVID-19)</p>	<p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p> <p><u>Employees have access to a variety of Behavioral Health Supports that may include:</u></p> <ul style="list-style-type: none"> EAP Program Behavioral health support through employee benefits plan Community resources <p>Please contact Dr. Frankelli's office for additional information.</p> <p><u>Students, families, and PASD employees have access to the following Behavioral Health Supports:</u></p> <ul style="list-style-type: none"> Carbon County residents Lehigh County residents Northampton County residents <p><u>Materials, Resources and/or Supports Needed</u> SEL Instructional Practices/Supports (Trauma Impacts of COVID-19)</p>


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Focus Area #10	Red Phase (Substantial Spread)	Yellow Phase (Minimal/Moderate Spread)	Green Phase (Low/No Spread)
<p style="text-align: center;">Protecting Students and Staff</p> <div style="text-align: center;">  </div>	<p style="text-align: center;">Red Phase (Substantial Spread)</p> <p>Schools (for in-person instruction) and Most Child Care Facilities Closed</p>	<p style="text-align: center;">Yellow Phase (Minimal/Moderate Spread)</p> <p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p>	<p style="text-align: center;">Green Phase (Low/No Spread)</p> <p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p>
	<p><u>Important Information:</u></p> <ul style="list-style-type: none"> - Schools buildings and facilities are closed. - Only essential staff may be required to report to work (in person) to carry out essential tasks. Whenever possible, essential staff should work from home. - Other employees will work from home. - Virtual platforms should be used to conduct essential business and keep in-person reporting to an absolute minimum during school closures. 	<p><u>Daily Pre-Screening: Employees</u></p> <p>Employee Wellness Guidelines</p> <p>Employees: Daily Pre-Screening Questions</p> <p><u>CDC High Risk Definition:</u> The CDC identifies those who may be at a higher risk for serious illness as people over the age of 65, people with chronic lung disease, people who are immunocompromised, people who are severely obese (BMI of 40 or over), people with diabetes, people with chronic kidney disease who are on dialysis, and people with liver disease.</p> <p><u>Protecting staff at high risk for severe illness</u></p> <ul style="list-style-type: none"> - Staff will have the opportunity to self-identify as high risk so accommodations can be made prior to returning to face-to-face instruction. <p><u>Use of face masks and/or face shields by all staff</u></p> <ul style="list-style-type: none"> - All employees are required to wear a face covering/mask unless otherwise specified in this plan. <p><u>Point of Contact</u> The PASD has established a point-</p>	<p><u>Daily Pre-Screening: Students:</u> Parents are required to pre-screen their child/children each morning before the start of school.</p> <p>Students: At-home Daily Pre-Screening Questions for Parent Use</p> <p><u>Daily Pre-Screening: Employees</u></p> <p>Employee Wellness Guidelines</p> <p>Employees: Daily Pre-Screening Questions</p> <p><u>Definition:</u> The CDC identifies those who may be at a higher risk for serious illness as people over the age of 65, people with chronic lung disease, people who are immunocompromised, people who are severely obese (BMI of 40 or over), people with diabetes, people with chronic kidney disease who are on dialysis, and people with liver disease.</p> <p><u>Protecting students and staff at high risk for severe illness</u></p> <ul style="list-style-type: none"> - Staff will have the opportunity to self-identify as high risk so accommodations can be made prior to returning to face-to-face

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<p>Protecting Students and Staff (cont.)</p> 		<p>of-contact with health officials.</p> <p>Materials & Resources "Determining FFCRA Eligibility" webtool</p> <p>Lehigh Valley COVID-19 Testing Locations</p> <p>PA COVID-19 Testing Locations</p>	<p>instruction.</p> <ul style="list-style-type: none"> - The Continuity of Education plan is to be followed for those students that may not be able to attend due to high risk. - Remote learning and telework will continue as appropriate. <p><u>Use of face masks and/or face shields by all staff</u></p> <ul style="list-style-type: none"> - All employees are required to wear a face covering/mask. <p><u>Use of face coverings/masks by students:</u></p> <ul style="list-style-type: none"> - Students are required to wear a face covering/mask unless, as stated in the July 16 DOH/PDE Guidance, they have a "medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school." - During outdoor recess, outdoor PE class, and/or lunch masks can be removed when 6 feet of social distancing is consistently maintained. - Additional "mask breaks" may be built into each individual building level plan at the discretion of the principal. <p><u>Check-ins with vulnerable students:</u></p> <p>At each school, the principal (or a designee) will check in on vulnerable students on a daily basis. The nurse and special education office should be consulted to assist with the identification of students.</p>
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<p>Protecting Students and Staff (cont.)</p> 			<p><u>Unique safety protocols for students with complex needs or other vulnerable individuals</u></p> <ul style="list-style-type: none">- The nurse and special education office should be consulted to assist with the identification of students.- Allow vulnerable students to complete their coursework virtually- Allow an early transition for vulnerable students to go to classes <p><u>Point of Contact</u></p> <p>The PASD has establish a point-of-contact with health officials.</p> <p><u>Materials & Resources</u></p> <p>"Determining FFCRA Eligibility" webtool</p> <p>Lehigh Valley COVID-19 Testing Locations</p> <p>PA COVID-19 Testing Locations</p>
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Palmerton Area School District

Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

Focus Area #11	Red Phase (Substantial Spread)	Yellow Phase (Minimal/Moderate Spread)	Green Phase (Low/No Spread)
<p>When a Student, Staff Member, or Visitor Becomes Sick at School</p> 	<p>Red Phase (Substantial Spread)</p> <p>Schools (for in-person instruction) and Most Child Care Facilities Closed</p>	<p>Yellow Phase (Minimal/Moderate Spread)</p> <p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p>	<p>Green Phase (Low/No Spread)</p> <p>Schools may provide in-person instruction only in accordance with Department of Education guidance</p>
	<p><u>Important Information:</u></p> <ul style="list-style-type: none"> - Schools buildings and facilities are closed. - Only essential staff may be required to report to work (in person) to carry out essential tasks. Whenever possible, essential staff should work from home. - Other employees will work from home. - Virtual platforms should be used to conduct essential business and keep in-person reporting to an absolute minimum during school closures. 	<p><u>Monitoring for symptoms and history of exposure</u></p> <p><u>If there is a confirmed positive case of COVID-19 in a student or staff member, would the school and/or district close?</u></p> <p>The PASD is not planning to close the school and/or district unless that is the recommendation from health officials. We will work in conjunction with local and/or regional health officials since they are the medical experts.</p> <p><u>What if there are multiple confirmed cases?</u></p> <p>We will work with health officials and follow the current guidance that is available. We will make decisions in the best interest of our students, staff, and community.</p> <p><u>Isolating or quarantining employees if they become sick or demonstrate a history of exposure and returning to school/work</u></p> <p><u>What will happen if someone becomes symptomatic during school hours?</u></p> <p>The teacher will leave the classroom immediately and report to the nurse's office. The nurse will</p>	<p><u>Monitoring for symptoms and history of exposure</u></p> <p><u>If there is a confirmed positive case of COVID-19 in a student or staff member, would the school and/or district close?</u></p> <p>The PASD is not planning to close the school and/or district unless that is the recommendation from health officials. We will work in conjunction with local and/or regional health officials since they are the medical experts.</p> <p><u>What if there are multiple confirmed cases?</u></p> <p>We will work with health officials and follow the current guidance that is available. We will make decisions in the best interest of our students, staff, and community.</p> <p><u>Isolating or quarantining students, staff, and/or visitors if they become sick or demonstrate a history of exposure and returning to school/work</u></p> <p><u>What will happen if someone becomes symptomatic during school hours?</u></p> <p>The student or teacher will leave the classroom immediately and report to the nurse's office. The</p>

Palmerton Area School District

Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

<p>When a Student, Staff Member, or Visitor Becomes Sick at School (cont.)</p> <div style="text-align: center;">  </div>		<p>fully assess the individual, which will include a temperature check, questions about pre-existing conditions, prior travel history, etc. Staff with elevated temperatures will leave the building regardless of cause. The teacher's desk will be sanitized and disinfected prior to further usage. The teacher would then need to either get a COVID-19 test or medical clearance return. The school should continue to operate as normally as possible until additional information becomes available on the student/teacher's status. It must be noted that there are many common reasons other than COVID-19 that could explain someone not feeling well at a particular time. Notifications would not be warranted at this time.</p> <p><u>Returning isolated or quarantined employees to school</u> When can someone return to school after testing positive? After a positive COVID-19 test, a staff member may return 10 days from symptom onset (inclusive of 72 hours without a fever), without any additional testing required. If an asymptomatic staff member tests positive, local health authorities will fully investigate the case and recommend return criteria.</p> <p><u>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</u></p> <ul style="list-style-type: none"> - District website - Hard copies of fliers sent home - Electronic distribution of 	<p>nurse will fully assess the individual, which will include a temperature check, questions about pre-existing conditions, prior travel history, etc. As the situation warrants, the nurse should contact a child's parent for pick-up and a referral for further medical care. Staff and students with elevated temperatures will leave the building regardless of cause. The teacher/student's desk will be sanitized and disinfected prior to further usage. The student/teacher would then need to either get a COVID-19 test or medical clearance return. The school should continue to operate as normally as possible until additional information becomes available on the student/teacher's status. It must be noted that there are many common reasons other than COVID-19 that could explain someone not feeling well at a particular time. Notifications would not be warranted at this time.</p> <p><u>Returning isolated or quarantined staff, students, or school visitors to school</u> When can someone return to school after testing positive? After a positive COVID-19 test, a student/staff member may return 10 days from symptom onset (inclusive of 72 hours without a fever), without any additional testing required. If an asymptomatic student/staff member tests positive, local health authorities will fully investigate the case and recommend return criteria.</p>
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Palmerton Area School District

Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

<p>When a Student, Staff Member, or Visitor Becomes Sick at School (cont.)</p> 		<p>information</p> <ul style="list-style-type: none"> - Other forms of communication (such as a press release to the local media) may be used as well <p><u>Quarantine Room</u> Each school will have a designated room available for symptomatic staff. This room will be designed on each building level plan.</p>	<p><u>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</u></p> <ul style="list-style-type: none"> - District website - Hard copies of fliers sent home - Electronic distribution of information - Other forms of communication (such as a press release to the local media) may be used as well <p><u>Quarantine Room</u> Each school will have a designated room available for symptomatic students and staff. This room will be designed on each building level plan.</p>
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Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

Focus Area #12	Red Phase (Substantial Spread) Schools (for in-person instruction) and Most Child Care Facilities Closed	Yellow Phase (Minimal/Moderate Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance	Green Phase (Low/No Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance
<p style="text-align: center;">Sports and Extra-Curricular Activities</p> 	<p>School buildings are closed, so this focus area is n/a.</p>	<p>The superintendent has the authority to change this section in the interest of the health and safety of our students, staff, and coaches.</p> <p><u>Clubs/Extracurricular Activities</u></p> <ul style="list-style-type: none"> - All PASD approved clubs and extracurricular activities must be school board approved. - Once school board approved, the advisor must complete and submit a Health and Safety Plan to the school principal for approval. - Club/Extracurricular Health and Safety Plans do not require school board approval. <p>Clubs/Extracurricular Activities Health and Safety Plan</p> <p><u>Sports</u></p> <ul style="list-style-type: none"> - Coaches must follow the PASD Resocialization Plan. - PIAA guidance will be followed regarding the sports season. <p><u>Materials & Resources</u></p> <p>PASD Resocialization Plan</p> <p>PA Guidance for All Sports Permitted to Operate During the COVID-19 Disaster Emergency</p> <p>CDC Considerations for Youth Sports</p> <p>Guidance for Business in the</p>	<p><u>Elementary Recess</u></p> <ul style="list-style-type: none"> - Recess will be provided when the teacher can assure that 6 feet of social distancing can occur. When this occurs, masks can be removed. - Outdoor recess is encouraged whenever possible. - Playground equipment cannot be used until further notice. - Recess times should be staggered as much as possible. - Recess procedures will be specified in each building level plan. <p><u>PE Class</u></p> <ul style="list-style-type: none"> - PE class will be provided in an area where the teacher can assure that 6 feet of social distancing can occur. When this occurs, masks can be removed. - Outdoor PE class is encouraged whenever possible. <p><u>Clubs/Extracurricular Activities</u></p> <ul style="list-style-type: none"> - All PASD approved clubs and extracurricular activities must be school board approved. - Once school board approved, the advisor must complete and submit a Health and Safety Plan to the school principal for approval. - Club/Extracurricular Health and Safety Plans do not require school board approval. <p>Clubs/Extracurricular Activities Health and Safety Plan</p>

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<p>Sports and Extra-Curricular Activities (cont.)</p> 		<p>Restaurant Industry (Concessions)</p>	<p>Sports</p> <ul style="list-style-type: none">- Coaches must follow the PASD Resocialization Plan.- PIAA guidance will be followed regarding the sports season. <p>Materials & Resources</p> <p>PASD Resocialization Plan</p> <p>PA Guidance for All Sports Permitted to Operate During the COVID-19 Disaster Emergency</p> <p>CDC Considerations for Youth Sports</p> <p>Guidance for Business in the Restaurant Industry (Concessions)</p>
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Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

Focus Area #13	Red Phase (Substantial Spread) Schools (for in-person instruction) and Most Child Care Facilities Closed	Yellow Phase (Minimal/Moderate Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance	Green Phase (Low/No Spread) Schools may provide in-person instruction only in accordance with Department of Education guidance
Other/ Miscellaneous	School buildings are closed, so this focus area is n/a.	This focus area is n/a.	Coordination with the following organizations will occur: - CCTI (high school students) - LVCC (Pre-K classrooms) - CLIU21 (special education) - Leon George (transportation) - Local child cares - All other outside organizations and leases

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Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

Type of Reopening

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 31, 2020**

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Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

District Level Pandemic Team

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities
Dr. Jodi Frankelli	Administration	Superintendent & Pandemic Coordinator
Dan Heaney	Administration	Director of Curriculum, Instruction, & Technology
Ryan Kish	Administration	Business Administrator
Suzanne Rentschler	Administration	Director of Special Education
Joe Faenza	Administration	Director of Facilities
Mary Brumbach	Administration	Elementary Principal
Christine Steigerwalt	Administration	Elementary Principal
Rich DeSocio	Administration	Junior High Principal
Paula Husar	Administration	Senior High Principal
Michelle Muffley	Teachers	Palmerton Area Education Association
Kathleen Fallow	School Board, President	PASD Board of School Directors
Audrey Larvey	School Board, Vice President	PASD Board of School Directors
Kate Baumgardt	School Board	PASD Board of School Directors

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Sherry Haas	School Board	PASD Board of School Directors
Brandon Mazepa	School Board	PASD Board of School Directors
Earl Paules	School Board	PASD Board of School Directors
Tammy Recker	School Board	PASD Board of School Directors
Barry Scherer	School Board	PASD Board of School Directors
Doris Zellers	School Board	PASD Board of School Directors
Parents (All)	It should be noted that parents were given opportunities to provide input via multiple surveys that were conducted in June. An additional survey will be conducted once the plan is Board approved.	

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Building Level Pandemic Teams

As referenced throughout this document, each building will have its own building specific plan. Principals will be creating building level pandemic teams to gather input and feedback from stakeholders during the creation of this document. If you are interested in serving on this committee, please contact your principal.

The building level team must consist of the following people:

- Principal
- Teachers
- Nurse/Health Room employee
- Guidance Counselor
- Support Staff (such as paraprofessionals, custodians, etc.)
- Parents/Guardians
- Other people at the discretion of the principal

As the building leader, the principal makes the final decision regarding what will be included on the building level plan.

Once completed, all building level plans must be submitted to Dr. Frankelli for final review and approval.

Once approved, all building level plans will be posted on the PASD website.

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Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

Roles and Responsibilities for Health and Safety Preparedness and Response Planning

- Prevent accidents, injuries, and work/school-related illnesses in the schools.
- Create and implement health and safety policies in accordance with the latest legislation and to ensure that these policies are implemented by staff.
- Create and implement health and safety procedures/protocols/practices in accordance with the latest guidance and recommendations for the Department of Health (DOH) and Center for Disease Control (CDC) and to ensure that these procedures/protocols/practices are implemented by staff.
- Create a Health and Safety Plan and ensure it is regularly updated to reflect any changes to the law and/or guidance from federal, state, and local health officials. It's their responsibility.
- Ensure that each member of staff is aware of and adheres to the Health and Safety Plan.
- Provide regular inspections and risk assessments and ensure that any hazards or defects are rectified immediately.
- Maintain records and thoroughly investigate any accident, community spread illness, and recommend any improvements in health and safety standards if required.
- Provide training to all staff in health and safety issues and advise them on protective clothing and equipment where necessary.
- Serve as the key point of contact for any member of staff who has a query or concern regarding the health and safety of the workplace.
- Work closely with management, as well as health and safety inspectors.

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Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

Health and Safety Plan Professional Development / Training

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. Professional learning plans are documented with the following components listed in the table below. This section will be updated throughout the summer as planning is finalized at all levels.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and/or Supports Needed	Start Date	Completion Date
COVID-19 CASD Custom Training: <ul style="list-style-type: none"> • Coronavirus Awareness • Coronavirus: Managing Stress & Anxiety • COVID-19 Stop the Spread of Germs • What You Need to Know About Handwashing • Review of Health & Safety Plan and Associated Protocols • Acknowledgement of Review of Health & Safety Plan and Associated Protocols 	All employees	Dan Heaney	Safe Schools Online Training or Group Face to Face Training	Device and Internet Connection	TBD	By the first day of school
COVID-19	Students	Teachers	TBD- Teachers will provide students with general COVID related information on the first day of school.	Traditional Instruction, Morning Announcements, Hallway Signage, Daily Reminders, etc.	First day of school	Repeated as needed
COVID-19 issues and general “rules of the road”	Parents & Students	Jodi Frankelli & Dan Heaney	TBD	TBD	July/August 2020	By the first day of school
Technology-themed training	Teachers	Jodi Frankelli & Dan Heaney	- Possible “flex” option for training teachers over the summer - This is tentative at this point. Further discussions will need to occur prior to moving further.	Computer/Laptop	TBD	By the first day of school

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Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules is 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. Health and Safety Plan Communications is documented with the following components listed in the table below.

This section of the plan will be updated as needed.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
General information provided to the community in my opening letter on the superintendent's page.	PASD Community	Jodi Frankelli, Ed.D. Superintendent	Website	July 1, 2020	ongoing
The public was notified that the plan's tentative release date is July 15.	PASD Community	Jodi Frankelli, Ed.D. Superintendent	School board workshop (via Zoom)	July 7, 2020	July 15, 2020 (with ongoing updates as needed)
Decision Tree	PASD Community	Jodi Frankelli, Ed.D. Superintendent	Website	August 2020	
Building-Level Plans discussion and dissemination	Parents, Students, & Staff at each building	Principal	Zoom meetings or another method at the discretion of the principals	August 2020	

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Path to Reopening Schools: Health and Safety Plan – DRAFT as of 7/24/20

Website Recommendations

There are many valuable resources available for staff, parents, and students. The list provided below highlights some of the online resources that are available. Other have been provided throughout this document.

- CDC Considerations for Schools: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
- CDC the Schools Decision Tree: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>
- CDC the Interim Guidance for Schools and Day Camps: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf#page=46>
- Process to Reopen Pennsylvania: <https://www.governor.pa.gov/process-to-reopen-pennsylvania/>
- CDC People Who Need Extra Precautions: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html>
- CDC Print Resources: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>
- CDC Considerations for Youth Sports: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html>
- PA Guidance for Businesses Permitted to Operate During the COVID-19 Disaster Emergency to Ensure the Safety and Health of Employees and the Public: <https://www.governor.pa.gov/wp-content/uploads/2020/06/20200504-COVID-19-Business-Guidance.pdf>
- DOH Guidance on Home Isolation or Quarantine and Returning to Work: <https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Quarantine-Isolation%20Work%20Guidance.pdf>
- CDC Important Information About Your Cloth Face Coverings: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-coverings-information.pdf>
- Guidance on Homemade Masks During COVID-19: <https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Homemade%20Mask%20Guidance.pdf>
- PA COVID-19 PPE and Supplies Business-2-Business Interchange Directory: <https://dced.pa.gov/pa-covid-19-medical-supply-portals/pennsylvania-covid-19-ppe-supplies-business-2-business-b2b-interchange-directory/>
- CDC How to clean and disinfect: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- AAP Interim Guidance to School Re-entry: <https://www.aappublications.org/news/2020/06/26/schoolreopening062620>
- Pennsylvania School Reopening Task Force Report: https://www.psba.org/wp-content/uploads/2020/06/School-Reopening-Task-Force-Report_FINAL-061820.pdf
- Faust's Compensatory Services Determination Process chart: <https://drive.google.com/file/d/1bqq06lm6jNyTFVnpQB5ld81yIObHbTE/view>
- Faust's Compensatory Services Worksheet: https://drive.google.com/file/d/1ITywt8_jbnM9eG5KJnMZGR7yHAyotgrf/view

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Path to Reopening Schools: Health and Safety Plan – **DRAFT as of 7/24/20**

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Palmerton Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 28, 2020**.

The plan was approved by a vote of:

Yes **No**

Affirmed on: **July 28, 2020**

By:

Kathleen Fallow, PASD School 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.

Palmerton Area School District

Path to Reopening Schools: Health and Safety Plan – DRAFT as of 7/24/20

Clubs/Extracurricular Activities: Health and Safety Plan

School: _____

Club Name: _____

Club Advisor: _____

Maximum number of students allowed to participate: _____

General Information:

- All clubs/extracurricular activities and advisors must be school board approved.
- All clubs/extracurricular activities must have a Health and Safety Plan completed and approved by the building principal prior to holding any club/activity events or publicizing the club to students/parents. This includes online events/meetings.
- The principal may ask for revisions to your plan prior to approval.
Changes/Updates to your plan may be necessary during the year based on recommendations and/or mandates from the Governor, CDC, PDE, etc.

Prior to the First Meeting/Practice:

An educational session must be held for students and their parents/guardians via Zoom (or another virtual format) to discuss signs, symptoms, and mitigation measures for COVID-19. Expectations and the entire contents of this Health and Safety Plan will also be discussed in detail to ensure understanding. Attendance will be taken. Students will not be permitted to attend future meetings/rehearsals until this requirement has been completed. Students and their parents/guardians will be required to return a signed copy of the *Parent & Student COVID-19 Safety Precautions and Return Agreement* when they arrive for their first meeting/rehearsal. The club advisor will also ensure that an adequate supply of hand sanitizer, face masks, and a "touch free" thermometer are available/present at all meetings/rehearsals.

Entrance Procedures:

We want to avoid any large gatherings or grouping as students arrive. Please do not linger in the halls or at the lockers.

- The advisor will provide the student with hand sanitizer and direct the students to their assigned seat.
- Students showing symptoms and/or with a temperature greater than or equal to 100.4 F will be sent home.

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- Should any student/advisor be diagnosed with COVID-19, all meetings/rehearsals will stop immediately. The principal will provide further direction based on the PASD's approved HSP.

The following safety precautions will be in place during any and all meetings/rehearsals:

- Masks and/or face shields will be worn by all advisors and students at all times.
- As much as possible, meetings/rehearsals will be held outside. All meetings/rehearsals will follow social distancing practices. The advisor will maintain 6 feet between students.
- When the situation requires a meeting/rehearsal take place inside the building, each student will be assigned a specific seat that allows for proper social distancing during the entire meeting/rehearsal.
- All students will be required to face forward in their seat at all times.
- Students will bring their own personal water bottle with them to meetings/rehearsal, and students will not be permitted to share.
- Only one student at a time will be permitted to use the restroom. Hand sanitizer will be provided upon their exit and return to the meeting/rehearsal area.
- Each student and their parent/guardian will be required to return the 'Parent & Student COVID-19 Safety Precautions and Return Agreement' indicating their acceptance of these procedures and agreement to follow all guidelines as directed. (See Attached)
- Safety is of the utmost importance. The advisor reserves the right to remove a student from the meeting/rehearsal as necessary. This is at the discretion of the club/activity advisor and/or the administration.

Exit Procedures:

At the end of each meeting/rehearsal, students will be provided with hand sanitizer and be dismissed from the building one at a time. Students will head directly to the parking lot for departure/pick-up.

Note:

All clubs/extracurricular activities are different. Because of this, the advisor and/or principal may implement additional guidelines and procedures as needed.

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Parent & Student COVID-19 Safety Precautions and Return Agreement

Due to the continuing challenges surrounding the COVID-19 pandemic, we will be enacting extra precautions and safety guidelines. To better prevent the spread, please review the guidelines and expectations listed below.

Parents/Guardians are required to do the following:

- It is important for parents/guardians to understand that there must be joint responsibility between the school and the parent to ensure that all students and staff are kept as safe as possible during these difficult times. Continually monitor your child for symptoms of COVID-19 and keep him/her home when ill.
- Comply with all safety measures and guidelines listed within this plan.
- Be patient, understanding, and respectful of all safety procedures.

Students are required to do the following:

- Wear a mask (or other approved face covering) at all times.
- Bring your own water bottle and do not share with others.
- After your Health Monitoring and Temperature check, head directly to your assigned seat and face forward. Do not leave your assigned seat or mingle with others.
- Maintain a safe distance of at least 6 feet from all other people whenever possible.
- Stay home if showing symptoms of COVID-19 or any other illness.
- See your advisor for permission to leave the meeting/rehearsal space to use the restroom and always sign in/out.
- Only touch items that are your own or those that you are required to use at the direction of the advisor.
- Comply with all safety measures and guidelines listed within this plan.

I have read this information and agree to participate in meetings/rehearsals. I will follow all listed safety precautions and guidelines, as well as directions given by the advisor and/or administration. I understand that I will not be permitted to participate if I do not comply with these procedures by returning this signed form.

Parent/Guardian Signature

Date

Student Signature

Date