

# **Clubs / Extracurricular Activities: Health and Safety Plan**

School: Palmerton Area High School

Club Name: Senior Class

Club Advisor: Craig Borland

Maximum number of students allowed to participate: Entire senior class

## **General Information**

As long as there is a need to implement a health and safety plan for clubs and extracurricular activities, the senior class officers will utilize available technology to foster class business with assistance from the class advisor.

The advisor will create a GROUP in Schoology to address operations of the club with its officers. This GROUP allows the officers to maintain digital contact with each other and the class advisor.

## **Prior to the First Meeting**

The senior class officers will share all information with their classmates through available technology such as Schoology, the school website, HS building announcements, and school issued G-Mail accounts.

All votes will be done using various technology options such as Survey Monkey or other district approved resources.

## **Meetings**

Due to the hybrid schedule, it is possible to have meetings with part of the senior class outside or in the high school auditorium. If necessary, seniors will be able to meet in other locations where social distancing guidelines will be in place (6 feet between students).

The advisor will ensure that an adequate supply of hand sanitizer, face masks, and a “touch free” thermometer are available / present at meetings.

## **Entrance Procedures**

- Hand sanitizer will be provided as students enter and seating will be assigned appropriately.
- Students showing symptoms and/or with a temperature greater than or equal to 100.4 F will be sent home.

The following safety precautions will be in place during all meetings:

- Masks and/or face shields will be worn by the advisor and students at all times.
- As much as possible, meetings will be held outside. All meetings will follow social distancing practices. The advisor will maintain 6 feet separations between students.
- When the situation requires a meeting to take place inside the building, each student will be assigned a specific seat that allows for proper social distancing during the entire meeting. 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 the meetings. Students will not be permitted to share drinks.
- 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 area.
- Safety is of the utmost importance. The advisor reserves the right to remove a student from the meeting as necessary. This is at the discretion of the advisor and/or the administration.

### **Exit Procedures**

- At the end of each meeting, students will be provided with hand sanitizer and be dismissed one at a time. Students will head directly back to class.

### **Notes**

The senior class officers will share all information with their fellow classmates through available technology (Schoolology, District website, HS building announcements, school issued G-Mail) All votes will be done through use of technology as well (Survey monkey, or any other district approved resource)

### **Fundraising**

The class officers and advisor will digitally keep contact with fellow students using Schoolology, school issued G-Mail addresses, the district website, and/or building announcements. Fundraising materials will be made available on a Google Drive whenever possible so students can access them. Parents/guardians will be encouraged to mail checks to the high school office. Students coming to school will drop the order envelopes off in the office. Pick-up and distribution of fundraising items will be conducted in a space appropriate to maintaining social distancing.

The advisor will handle all business associated with fundraising sales, following the procedures established by the business office.

## **Homecoming**

The class officers, the class advisor, and district administration will discuss all possible Homecoming activities through Schoology. District health and safety procedures will be followed. The class officers, the class advisor, and district administration will meet to determine the possibilities for a schoolwide dance while following all district health and safety procedures at that time.

## **Prom**

Decisions for the prom will be made via Schoology. The class officers, the class advisor, and district administration will meet to determine the possibilities for the prom while following all district health and safety procedures in place at that time.

## **Class Outing**

The senior class officers, the class advisor, and district administration will meet via Schoology to determine the possibility for a senior class outing. District health and safety procedures in place at this time will be followed.

## **Graduation**

The senior class officers, the class advisor, and district administration will meet via Schoology to discuss all graduation possibilities. Any decisions for use of class funds will be voted on electronically by the senior class.