



Phased School Reopening Health and Safety Plan Template

Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non-instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

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This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics,

Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: Cambria Heights School District

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

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

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

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

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

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): [August 27, 2020](#)

Pandemic Coordinator/Team

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

The district will utilize a Pandemic Team when developing its Health and Safety Plan and coordinating response efforts. All members will help to provide input and implement supports as needed.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Dr. Russell Miller	Medical Community	Board Member
Dr. Darin Adams	Medical Community	Board Member
Mr. Ken Vescovi	Cambria Heights School District	Board Member
Mr. Michael Strasser	Cambria Heights School District	Superintendent of Schools
Mrs. Erin Lacue	Nursing Services CHSD	Nursing Services
Mrs. Jackie Deckard	Cambria Heights Elementary	Nursing Services
Mr. Drew Thomas	Cambria Heights School District	Maintenance Supervisor
Mr. Ryan Skomra	Cambria Heights School District	Technical Support
Mr. James Kane	Cambria Heights School District	Athletic Director
Mr. Kenneth Kerchenske	Cambria Heights High School	Principal
Mr. Jarrod Lewis	Cambria Heights Middle School	Principal
Mrs. Hilary Yahner	Cambria Heights Elementary	Principal

Mr. Eric Nagel	Cambria Heights School District	Federal Programs
Dr. Jill Little	Cambria Heights School District	School Psychologist
Mr. Robert Diamond	Cambria Heights School District	Director of Special Education & Student Supports

Key Strategies, Policies, and Procedures

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

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

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

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

Summary of Responses to Key Questions:

In both the green and yellow phases of reopening, all high contact areas (bathroom fixtures, water foundations, door handles, light switches, desk surface areas, cabinet knobs, etc.) will be cleaned daily in student/staff occupied areas along with students wiping down individual desks prior to switching classes. In addition, touchless bottle fillers are being installed to limit the amount of contact. Disinfectant sprayers will be used to disinfect student communal areas and hand washing materials/equipment (sinks, disinfectant, and/or hand washing stations) will be available to all students/staff and all learning spaces at all times. There will be a focused cleaning of the building nightly prior to student arrival. School transportation will have increased cleaning/disinfecting schedules (at minimum after each run). The Maintenance Supervisor will provide professional development and appropriate cleaning resources to all maintenance staff, building operators, and cleaning personnel.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>District-Wide</p> <ul style="list-style-type: none"> ● Provision of sanitizing wipes per classroom. <ul style="list-style-type: none"> ○ Staff to schedule time for students to wipe down desks after every class. ● Other student occupied spaces and high contact areas to be disinfected by custodial staff daily. ● Focused nightly building cleaning. ● Use of disinfecting sprayers for large areas including playground/gym, etc. ● Installation of hand sanitizer stations per classroom without sinks and at every touchless water bottle filling station. ● Use of sinks per elementary classrooms. ● Installation of barriers between sinks and urinals as able. ● Installation of touchless water bottle fillers. ● Removal of traditional water fountains. 	<p>Same as Yellow</p>	<p>Maintenance Supervisor Tri-County Transportation</p>	<p>PPE Cleaning/disinfectant Supplies Touchless bottle dispensers UV filters Sprayers Hand sanitizer dispensers Plexiglass barriers Hand soap dispensers Backpack sprayers</p>	<p>Y</p>

	<ul style="list-style-type: none"> • Installation of UV filters at every air intake. • Installation of hand soap dispensers at every sink. • Increased scheduled cleaning/disinfecting of district transportation vehicles/buses. 				
* Other cleaning, sanitizing, disinfecting, and ventilation practices	<ul style="list-style-type: none"> • Increased cleaning/disinfecting schedules and procedures. • Possible locker disinfecting schedule. 	Same as Yellow	Maintenance Supervisor	Maintenance Schedules	Y

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

While in the yellow and green phases, the master schedules will be designed to maximize space to meet social distancing guidelines to the maximum extent possible. Instructors will design learning spaces with respect to social distancing to the maximum extent possible. Building administration will limit the number of assemblies and number of attendees in an effort to avoid large congregations of people. Visitors, volunteers, presenters, and parent visitors will be restricted when feasible. For student lunch in the cafeteria, modifications will be made to reduce contact while in the cafeteria lines and when seated. Alternative areas will be designated for overflow in order to maintain social distancing requirements. Breakfast will be a Grab and Go style available for students in all buildings. At the high school, all cashier lines will be open to reduce student contact times. At both the middle and high schools, students will be provided access to a deposit box upon arrival to school to pre-pay their lunch with cash in order to reduce contact in the lunch lines.

The students and staff will have access to handwashing facilities and the use of hand sanitizer multiple times a day including when entering district transportation and/or buildings. Proper procedures will be shared via staff instructions and signage. Students and staff will receive training and reminders through school announcements including training and reminders on hand-washing best practices, good hygiene, and social distancing.

All athletics and extra-curricular teams will follow the recommendations of PIAA. Weather permitting, all physical education classes will be conducted outside and all sports equipment will be cleaned. Activities will be designed and implemented to maintain social distancing guidelines. During recess at the elementary school, the students and staff will follow a determined schedule to reduce the number of students on the playground.

In an effort to limit the sharing of materials among students, all students will provide their own supplies and be provided a designated storage space or locker. Students will be encouraged to regularly take home their personal items to be cleaned. There will be a cleaning of shared devices between uses. Communal spaces including hallways, sensory rooms, gyms, and computer room usage will be governed by the building schedule, and schedules will be designed to limit the interactions of groups. Directional signage may assist in social distancing in communal spaces. When in the yellow phase, a modified face-to-face instructional calendar will be created with approximately half of the student population in each building to be present at any given time.

During the yellow phase, student numbers will be significantly reduced on district transportation. Students should sit one person per seat. When in the green phase, no more than two students per seat with members of the same household seated together. In both

phases, students should be seated in a staggered pattern with no more than four to six students dependent upon the type of car, van, or small bus.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p>District-Wide</p> <ul style="list-style-type: none"> Only half the students will be present at any given time in each classroom. A rotational schedule will be developed that allows for face-to-face and remote instruction. This will allow for social distancing requirements to be met in all settings. All specialized classrooms will be self-contained to the maximum extent possible. 	<p>District-Wide</p> <ul style="list-style-type: none"> Master schedules will be designed to maximize space to best meet social distancing requirements. Instructors will design learning spaces with respect to social distancing to the maximum extent possible. 	<p>Building Principals</p>	<p>Building Schedules</p> <p>Classroom Layouts</p>	<p>Y</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings</p>	<p>District-Wide</p> <ul style="list-style-type: none"> Breakfast will be Grab and Go style to eat in their classrooms when possible. Students will verbalize lunch pins while food service inputs account numbers or students will use a scannable card. 	<p>District-Wide</p> <ul style="list-style-type: none"> Breakfast will be Grab and Go style to eat in their classrooms when possible. Students will verbalize lunch pins while food 	<p>Building Principals</p>	<p>Building Schedules</p>	<p>Y</p>

<p>such as classrooms</p>	<ul style="list-style-type: none"> • All trays will be throw-away style with pre-wrapped utensils and pre-packaged condiments. • Assemblies will not be held in a common area but speakers/individuals may visit classrooms. <p>Elementary and Middle School</p> <ul style="list-style-type: none"> • Students will eat lunch in their classrooms. • Physical Education classes will be held in classrooms or outside as weather permits. <p>High School</p> <ul style="list-style-type: none"> • Students will eat lunch in the cafeteria and be seated to meet social distancing recommendations with use of designated overflow areas as needed. • Meals will be served by food staff versus self-serve. • A La carte items may be limited or restricted. • Markings will be used in the cafeteria to indicate social distancing recommendations. • Serving times will be staggered to allow for social distancing to the maximum extent possible. • All surfaces will be disinfected between lunch serving sessions. • Students may have classroom instruction in place of physical education. 	<p>service inputs account numbers or students will use a scannable card.</p> <ul style="list-style-type: none"> • All trays will be throw-away style with pre-wrapped utensils and pre-packaged condiments. • All surfaces will be disinfected between lunch serving sessions. • Number of assemblies will be reduced and limited to 250 people with social distancing to the maximum extent possible. • All physical education classes will resume with social distancing to be maintained to the fullest extent possible. <p>Elementary School</p> <ul style="list-style-type: none"> • Students will eat lunch in their classrooms. <p>Middle and High Schools</p> <ul style="list-style-type: none"> • Students will eat lunch in the cafeteria with the option to eat in an alternative area per personal choice. • Markings will be used in the cafeteria to indicate social 			
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	<ul style="list-style-type: none"> Physical education classes may occur per social distance recommendations. 	<p>distancing recommendations.</p> <ul style="list-style-type: none"> Groups will be staggered at cafeteria tables to minimize contact and to meet social distancing recommendations to the maximum extent possible. Overflow areas will be utilized as needed to maintain social distancing requirements. Meals will be served by food staff versus self-serve. A La carte items may be limited or restricted. Serving times will be staggered to allow for social distancing to the maximum extent possible. All cashier lines will be open. All lunch purchases will be cashless with the option to utilize a deposit box upon arrival to school for cash payments to be made prior to lunch. 			
<p>* Hygiene practices for students and staff including the manner and frequency of</p>	<p>District-Wide</p> <ul style="list-style-type: none"> Encourage handwashing and the use of hand sanitizer multiple times a day through staff and signage (e.g., upon 	Same as Yellow	<p>Building Principals</p> <p>School Nurses</p>	<p>Permitting students to bring own sanitizers or face coverings</p>	Y

<p>hand-washing and other best practices</p>	<p>arrival, before/after eating, and after using restroom).</p> <ul style="list-style-type: none"> • School announcements and training will be provided to students and staff along with reminders on hand-washing and other best practices. • All students will have access hand sanitizer when entering district transportation and within all areas of buildings. • Staff assisting students with specialized needs such as feeding, toileting, etc. will have access to appropriate PPE. • All students, staff, and bus drivers will wear face coverings per state/federal mandates. 			<p>PPE for staff assisting students requiring physical assistance</p> <p>Hand sanitizer available on each district transportation and learning spaces & facilities</p> <p>Sinks, soap/water, wipes</p> <p>Signage</p> <p>PPE</p>	
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>District-Wide</p> <ul style="list-style-type: none"> • Highly visible signage in all buildings highlighting topics such as handwashing, personal hygiene, face coverings, and social distancing best practices. 	<p>Same as Yellow</p>	<p>Maintenance Supervisor</p> <p>Building Principals</p> <p>School Nurses</p> <p>Tech Ed Support</p>	<p>Signage</p>	<p>N</p>
<p>* Identifying and restricting non-essential</p>	<p>District-Wide</p> <ul style="list-style-type: none"> • Restricting volunteers, presenters, and parent visitors. 	<p>District-Wide</p>	<p>Administrative Assistants</p>	<p>Signage</p> <p>PPE</p>	<p>Y</p>

visitors and volunteers	<ul style="list-style-type: none"> • Use of secure foyer for drop off. • Temperature checks in the foyer for essential visitors with masks available. • All visitors will wear a face covering per state/federal mandates. 	<ul style="list-style-type: none"> • Restricting volunteers, presenters, and parent visitors when feasible. • Use of secure foyer for drop off. • All visitors will wear a face covering per state/federal mandates. 		Thermometers	
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	<p>District-Wide</p> <ul style="list-style-type: none"> • Follow recommendations of PIAA guidelines. • Use of outdoor facilities as weather permits. Students are encouraged to bring clothing as weather dictates. • Activities designed to maintain social distancing to maximum extent possible. • All equipment will be cleaned per disinfecting schedules. <p>Elementary</p> <ul style="list-style-type: none"> • Schedule to reduce and/or limit the number of students on the playground. 	Same as Yellow	Building Principals Maintenance Supervisor Physical Education Staff	Building schedules Maintenance schedules Cleaning & disinfectant supplies	N
* Limiting the sharing of materials among students	<p>District-Wide</p> <ul style="list-style-type: none"> • Students will be encouraged to bring their own water bottle to be filled at water filling stations. • Planning of activities to limit sharing of materials. • Each student will bring their own supplies and be assigned their own locker space or area for storage. 	Same as Yellow	Building Principals Classroom Teachers Maintenance Supervisor	Cleaning & disinfectant supplies Individual lockers Individual storage spaces/boxes	N

	<ul style="list-style-type: none">• Limited use of communal computer labs with scheduled sanitizing.• Cleaning of shared devices between uses.• Students will be encouraged to regularly take home personal items to be cleaned.• Communal areas and items such as sensory equipment, hall passes, and restrooms will be disinfected regularly.				
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<p>* Staggering the use of communal spaces and hallways</p>	<p>District-Wide</p> <ul style="list-style-type: none"> ● End-of-day dismissals will be staggered to maximize social distancing to fullest extent possible. ● Vulnerable students and/or students with high needs may be provided alternate schedules of movement to avoid larger groups. ● Band and Chorus teachers will use social distancing to the maximum extent possible in communal gathering spaces. <p>Elementary</p> <ul style="list-style-type: none"> ● Hallway traffic will be single file lines and one way. ● Individual classroom dismissal times will be staggered to minimize contact and gatherings. ● Multiple building doors will be utilized for student arrivals and dismissals to maximize social distancing to fullest extent possible. <p>Middle School</p> <ul style="list-style-type: none"> ● Directional signage will be used in hallways. ● Hallway traffic will be single file and one way. ● Locker visits will be limited. ● Multiple building doors may be utilized for student arrivals and dismissals to maximize social distancing to fullest extent possible. 	<p>Same as Yellow</p>	<p>Administrative Team</p> <p>Classroom Teachers</p>	<p>Signage</p>	<p>Y</p>
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	<p>High School</p> <ul style="list-style-type: none"> • Directional signage will be used to encourage and assist with social distancing recommendations. • Faculty and staff will monitor class changes to encourage social distancing. • Locker visits will be limited. 				
<p>* Adjusting transportation schedules and practices to create social distance between students</p>	<p>District-Wide</p> <ul style="list-style-type: none"> • Student numbers will be significantly reduced on transportation due a rotational in-person/virtual schedule. • Students will sit one per seat or every other seat if feasible. • In small vans/buses or cars - no more than four to six students per vehicle in a staggered seating pattern to maintain social distancing to maximum extent possible. • No bus passes will be issued - all students must ride the bus/van/car assigned to them. 	<p>District-Wide</p> <ul style="list-style-type: none"> • Students will sit two per seat with extra runs as necessary. • Members of the same household will be encouraged to sit together when possible. • In small vans/buses or cars - no more than four to six students per vehicle in a staggered seating pattern to maintain social distancing to maximum extent possible. • No bus passes will be issued - all students must ride the bus/van/car assigned to them. 	<p>Director of Transportation</p> <p>Building Principals</p> <p>Tri-County Transportation</p>	<p>Cleaning & disinfectant supplies</p> <p>Hand sanitizer</p> <p>PPE</p>	<p>Y</p>
<p>* Limiting the number of individuals in classrooms and other learning spaces, and interactions</p>	<p>District-Wide</p> <ul style="list-style-type: none"> • A modified in-person instructional calendar will be created so that approximately half of the student population will be present in each 	<p>District-Wide</p> <ul style="list-style-type: none"> • All students will return to a full in-person schedule and resume a schedule for switching classes. 	<p>Building Principals</p> <p>Classroom Teachers</p>	<p>Building Schedules</p> <p>Carts</p>	<p>Y</p>

<p>between groups of students</p>	<p>building at any given time which will meet social distancing guidelines.</p> <ul style="list-style-type: none"> Restricting volunteers, presenters, and parent visitors. <p>Elementary</p> <ul style="list-style-type: none"> Students will switch classes for in-person reading and math classes and be self-contained for remaining classes. Related arts teachers will rotate to each classroom. <p>Middle School</p> <ul style="list-style-type: none"> Students will be self-contained for all subjects. Staff will rotate to each classroom. <p>High School</p> <ul style="list-style-type: none"> Students will switch for all in-person classes. 	<ul style="list-style-type: none"> Staff will not continue a rotational schedule. Limiting teacher changes as much as possible. Master schedule and learning spaces will be designed to maximize space and social distancing to the fullest extent possible. Restricting volunteers, presenters, and parent visitors when feasible. 			
<p>* Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p>	<p>District-Wide</p> <ul style="list-style-type: none"> Members of the Pandemic Team will share the Cambria Heights School District's Reopening Health and Safety Plan with applicable providers. Encourage providers to access district social media outlets and sign up for notifications through the Remind system. 	<p>Same as Yellow</p>	<p>Administrative Team</p>	<p>School reopening plan</p> <p>School website</p> <p>Social media platforms</p>	<p>N</p>
<p>* Other social distancing and</p>	<p>District-Wide</p>	<p>Same as Yellow</p>	<p>Administrative Team</p>	<p>None</p>	<p>N</p>

<p>safety practices</p>	<ul style="list-style-type: none"> • All after-school programs and extracurricular activities are considered an extension of the regular school day and will follow the district's Reopening Plan as outlined in this document. 				
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Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable or uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Under the yellow phase, students and staff will receive a temperature check when entering the building. Anyone who presents with a fever (above 100.4) will be asked to return home and not return to school until fever free. Anyone who presents with a fever may be issued a second temp check within 15 minutes to ensure accuracy. Anyone exhibiting a fever or other COVID-19 symptoms will be asked to return home and not return to school until a medical clearance is obtained.

During the green phase, parents are asked to take their child’s temperature prior to entering district transportation or prior to dropping off the student to the building. Parents should keep their child home if the student presents with a fever and not return until fever free. Staff are asked to take their own temperature prior to reporting to assigned buildings and to remain home if temperature is above 100.4 and not return until fever free. Anyone exhibiting a fever or other COVID-19 symptoms will be asked to return home and not return to school until a medical clearance is obtained.

Any person who demonstrates symptoms of COVID-19 at school will be quarantined in predetermined locations within the buildings until he/she is able to safely leave the campus. Any person returning to campus after experiencing a confirmed case of COVID-19 or recovering from suspected symptoms must provide medical clearance to return to school. All additional school closures or changes in safety protocols related to COVID-19 will be communicated to families through school messaging systems, the district website, and district social media platforms.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	District-Wide <ul style="list-style-type: none"> ● All students will receive temperature checks when entering buildings. ● Bus drivers will follow procedures to contact dispatch should a student 	District-Wide <ul style="list-style-type: none"> ● Parents are encouraged to take their child’s temperature prior to entering district transportation or dropping their child off at the school building. If the student’s 	Building Principals School Nurses Tri-County Transportation Teachers and Staff	Thermometers Hand sanitizer PPE Cleaning/disinfecting supplies	Y

	<p>present with symptoms at the bus stop.</p> <ul style="list-style-type: none"> • Staff will receive temperature checks when entering buildings. • Any student or staff who presents with a fever (100.4 or greater) may be issued a second temperature check within 15 minutes to ensure accuracy. • As an additional safety check, the first teacher (e.g. first period, home room, classroom teacher) that comes in contact with students each day will remind them of the signs and symptoms of COVID-19, with a prompt to go to the nurse immediately if feeling symptomatic. • Anyone who presents with a fever or other COVID-19 symptoms at school will be asked to return home and not return to school until either a negative COVID-19 test is completed or other 	<p>temperature is above 100.4, the student should stay home until fever free.</p> <ul style="list-style-type: none"> • Bus drivers will follow procedures to contact dispatch should a student present with COVID-19 symptoms at the bus stop. • Staff is encouraged to take their temperature prior to reporting the school building. If their temperature is above 100.4, the staff member should stay home until fever free. • If a student or staff present with a fever (100.4 or greater) at school, they will be offered a second temperature check within 15 minutes to ensure accuracy. • As an additional safety check, the first teacher (e.g. first period, home room, classroom teacher) that comes in contact with students each day will remind them of the signs and symptoms of COVID-19, with a prompt to go to the nurse 			
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	<p>medical clearance to return is received.</p>	<p>immediately if feeling symptomatic.</p> <ul style="list-style-type: none"> Anyone who presents with a fever or other COVID-19 symptoms at school will be asked to return home and not return to school until either a negative COVID-19 test is completed or other medical clearance to return is received. 			
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>District-Wide</p> <ul style="list-style-type: none"> Any staff or student who demonstrates symptoms of COVID-19 will be quarantined in a designated location in the building until he or she can safely leave the area. The staff or student's area/materials will be immediately disinfected and sanitized. All quarantine areas will remain undisturbed for 24 hours and then be disinfected and cleaned per CDC and Department of Health guidelines. 	<p>Same as Yellow</p>	<p>Administrative Team</p> <p>School Nurses</p> <p>Maintenance Staff</p>	<p>Designated Areas</p> <p>PPE</p> <p>Cleaning/disinfectant supplies</p>	<p>Y</p>
<p>* Returning isolated or quarantined</p>	<p>District-Wide</p>	<p>Same as Yellow</p>	<p>Administrative Team</p>	<p>None</p>	<p>N</p>

<p>staff, students, or visitors to school</p>	<ul style="list-style-type: none"> Any staff or student returning to school after experiencing a confirmed case of COVID-19 or after quarantine/isolation due to suspected symptoms, must not return to school until either a negative COVID-19 test is completed or other medical clearance to return is received. 		<p>School Nurses</p>		
<p>* Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>District-Wide</p> <ul style="list-style-type: none"> All additional school closures or changes in safety protocols related to COVID-19 will be communicated to families through the district messaging systems, the district website, and district social media platforms. 	<p>Same as Yellow</p>	<p>Administrative Team</p>	<p>School messaging systems</p> <p>District website</p> <p>District social media platforms</p>	<p>N</p>
<p>* Other monitoring and screening practices</p>	<p>District-Wide</p> <ul style="list-style-type: none"> The school nurses will communicate with the PA Department of Health and actively monitor and disseminate all information that is relevant 	<p>Same as Yellow</p>	<p>School Nurses</p>	<p>PA Department of Health access</p> <p>Access to other resources such as CDC</p>	<p>N</p>

	to the COVID-19 pandemic.				
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Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

During the yellow phase, approximately half of the students will be present at any given time in each classroom. In both yellow and green phases, students will be provided with a full remote learning environment if they so choose. Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case-by-case basis. Appropriate accommodations will be made to fully support their safety and learning. Staff at risk of the coronavirus will be addressed on a case-by-case basis. All staff including transportation staff and students will wear a face covering per state/federal mandates. Exceptions to wearing a face covering will be determined on an individual basis.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff at higher risk for severe illness	District-Wide <ul style="list-style-type: none"> • Student numbers will be significantly reduced on transportation and within the buildings due a 	District-Wide <ul style="list-style-type: none"> • Higher-risk students may be provided alternative schedules for movement within buildings to reduce 	Administrative Team	Virtual learning environment PPE Schedules	N

	<p>rotational in-person/virtual schedule.</p> <ul style="list-style-type: none"> • Higher-risk students may be provided alternative schedules for movement within buildings to reduce contact and to increase social distancing. • All students will be provided with a full remote learning environment if they choose. • Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case by case basis. Also, prior to school restarting, communication will be sought with those parents/guardians to address outstanding concerns. • To the fullest extent possible, individuals with low incidence disabilities will be placed in smaller, more personalized classrooms, with additional support staff as possible. 	<p>contact and to increase social distancing.</p> <ul style="list-style-type: none"> • All students will be provided with a full remote learning environment if they choose. • Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case by case basis. Also, prior to school restarting, communication will be sought with those parents/guardians to address outstanding concerns. • To the fullest extent possible, individuals with low incidence disabilities will be placed in smaller, more personalized classrooms, with additional support staff as possible. • Staff will be addressed on a case-by-case basis. 			
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	<ul style="list-style-type: none"> Staff will be addressed on a case-by-case basis. 				
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>District-Wide</p> <ul style="list-style-type: none"> All building, transportation, and food staff will wear a face covering per stated/federal mandates. Staff may remove their face covering when: <ul style="list-style-type: none"> Eating or drinking when spaced at least 6 feet apart. Seated at desks or assigned work spaces at least 6 feet apart. Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.). Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential 	Same as Yellow	Administrative Team	PPE	N

	<p>to communication, are not required to wear a mask; however, individuals should consider using another type of face covering such as a plastic face shield.</p> <ul style="list-style-type: none">• Face masks will be available to all staff within buildings and on district transportation.• Other staff PPE needs will be determined on a case-by-case basis.• All personal face coverings should follow district dress code policy and should not contain any printed words or pictures promoting drugs, alcohol, smoking, smokeless tobacco, sex, or violence, including advertisements or brand names promoting these items. Printed obscenities, profanity, or messages with a double meaning that is related to sex, obscenity, or				
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	<p>profanity are also unacceptable.</p>				
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>District-Wide</p> <ul style="list-style-type: none"> ● All students will wear face coverings per state/federal mandates, as ordered by the Secretary of the Pennsylvania Dept. of Health found here. ● Students may remove their face coverings when: <ul style="list-style-type: none"> ○ Eating or drinking when spaced at least 6 feet apart, to the maximum extent possible. ○ Seated at desks or assigned work spaces at least 6 feet apart. ○ Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.). ● Any student who cannot wear a mask or face shield due to a medical condition, including 	<p>Same as Yellow</p>	<p>Administrative Team</p>	<p>PPE</p>	<p>N</p>

	<p>those with respiratory issues that impede breathing, a mental health condition, or disability, and students who would be unable to remove a mask without assistance are not required to wear face coverings.</p> <ul style="list-style-type: none">● Face masks will be available to all students within buildings and on district transportation.● Other student PPE needs will be determined on a case-by-case basis.● All personal face coverings should follow district dress code policy and should not contain any printed words or pictures promoting drugs, alcohol, smoking, smokeless tobacco, sex, or violence, including advertisements or brand names promoting these items. Printed				
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	<p>obscenities, profanity, or messages with a double meaning that is related to sex, obscenity, or profanity are also unacceptable.</p>				
<p>* Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>District-Wide</p> <ul style="list-style-type: none"> • Protocols will be addressed on a case-by-case basis. • Appropriate accommodations will be made to fully support their safety and learning. 	<p>Same as Yellow</p>	<p>Administrative Team</p> <p>Teachers and Staff</p> <p>School Nurses</p>	<p>None</p>	<p>N</p>
<p>* Strategic deployment of staff</p>	<p>District-Wide</p> <ul style="list-style-type: none"> • Determined on a case-by-case basis. 	<p>Same as Yellow</p>	<p>Administrative Team</p>	<p>None</p>	<p>N</p>

Health and Safety Plan Professional Development

For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Handwashing, social distancing protocols, staff/student safety procedures	Faculty, Staff, and Students	School Nurses Classroom Teachers	Faculty, Staff and Student Meetings	Directions for disinfectant and equipment use Signage Protocols established by CDC and Department of Health District Reopening Health and Safety Plan	August 2020	Ongoing throughout school year
Classroom/ learning space occupancy hallway, and transportation procedures to limit contact and promote social distancing to fullest extent possible	Faculty and Staff Bus Drivers	Building Principals Tri-County Transportation	Faculty and Staff Meetings	Building Schedules Individual Classroom Designs	June 2020	Ongoing throughout the school year

Signs and symptoms of COVID-19 and temperature checks	Faculty and Staff	School Nurses	Faculty and Staff Meetings	Thermometers Temperature check procedures Guidelines for signs and symptoms of COVID-19 Directions on how to use and disinfect quarantine areas	August 2020	Ongoing throughout school year
Cleaning, sanitizing, disinfecting, and ventilating learning spaces, and any other areas or surfaces used by staff and students	Faculty and Staff	Maintenance Supervisor School Nurses	Faculty and Staff Meetings	Directions on use of cleaning supplies/products Directions on proper sanitizing procedures Reopening Health and Safety Plan	June 2020	Ongoing throughout the school year
Device care	Faculty, Staff, and Students	Tech Ed Support Classroom Teachers	Faculty, Staff, and Student Meetings	Technology cleaning materials/supplies Directions on how to properly clean devices	August 2020	Ongoing throughout the school year

Health and Safety Plan Communications

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

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
District reopening plan	All stakeholders	Pandemic Team	District website, social media platforms, school messaging systems, and mailings	July 2020	Ongoing throughout the school year
General school updates	All stakeholders	Administrative Team	District website, social media platforms, school messaging systems, and mailings	July 2020	Ongoing throughout the school year
Communication of positive COVID-19 cases	All stakeholders	Administrative Team	School messaging system will have link to letter Letter will be posted to district website and/or social media platforms	August 2020	Ongoing throughout the school year
Department of Health updates	Faculty and staff	School Nurses	Use of staff email, memos, and personal communication	August 2020	Ongoing throughout the school year
Collaboration with community medical providers	Community medical providers	Administrative Team	Use of email, letters, phone calls, and personal communication	July 2020	Ongoing throughout the school year

Health and Safety Plan Summary: Cambria Heights School District

Anticipated Launch Date: [August 27, 2020](#)

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>In both the green and yellow phases of reopening, all high contact areas (bathroom fixtures, water foundations, door handles, light switches, desk surface areas, cabinet knobs, etc.) will be cleaned daily in student/staff occupied areas along with students wiping down individual desks prior to switching classes.</p> <p>In addition, touchless bottle fillers are being installed to limit the amount of contact. Disinfectant sprayers will be used to disinfect student communal areas and hand washing materials/equipment (sinks, disinfectant, and/or hand washing stations) will be available to all students/staff and all learning spaces at all times.</p> <p>There will be a focused cleaning of the building nightly prior to student arrival. The Maintenance Supervisor will provide professional development and appropriate cleaning resources to all maintenance staff, building operators, and cleaning personnel.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
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- * **Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible**
- * **Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms**
- * **Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices**
- * **Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs**
- * **Handling sporting activities consistent with the [CDC Considerations for Youth Sports](#) for recess and physical education classes**
- * **Limiting the sharing of materials among students**
- * **Staggering the use of communal spaces and hallways**
- * **Adjusting transportation schedules and practices to create social distance between students**
- * **Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students**
- * **Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year**

While in the yellow and green phases, the master schedules will be designed to maximize space to the maximum extent feasible. Instructors will design learning spaces with respect to social distancing to the maximum extent possible. Building administration will limit the number of assemblies and number of attendees in an effort to avoid large congregations of people.

Visitors, volunteers, presenters, and parent visitors will be restricted when feasible. For student lunch in the cafeteria, modifications will be made to reduce contact while in the cafeteria lines and when seated. Breakfast will be a Grab and Go style available for students in all buildings. Food service cashiers will have plexiglass barriers and/or face coverings in place. At the high school, all cashier lines will be open to reduce student contact times.

The students and staff will have access to handwashing facilities and the use of hand sanitizer multiple times a day including when entering district transportation and/or buildings. Proper procedures will be shared via staff instructions and signage. Students and staff will receive training and reminders through school announcements including training and reminders on hand-washing best practices, good hygiene, and social distancing.

All athletics and extra-curricular teams will follow the recommendations of PIAA. Weather permitting, all physical education classes will be conducted outside and all sports equipment will be cleaned. Activities will be designed and implemented to maintain social distancing guidelines. During recess at the elementary school, the students and staff will follow a determined schedule to reduce the number of students on the playground.

<p>calendars</p> <p>* Other social distancing and safety practices</p>	<p>In an effort to limit the sharing of materials among students, all students will provide their own supplies and be provided a designated storage space or locker. Students will be encouraged to regularly take home their personal items to be cleaned. There will be a cleaning of shared devices between uses. Communal spaces including hallways, sensory rooms, gyms, and computer room usage will be governed by the building schedule, and schedules will be designed to limit the interactions of groups.</p> <p>Directional signage may assist in social distancing in communal spaces. When in the yellow phase, a modified face-to-face instructional calendar will be created with approximately half of the student population in each building to be present at any given time.</p> <p>During the yellow phase, student numbers will be significantly reduced on district transportation. Students should sit one per seat in every other seat when feasible. When not feasible or in the green phase, no more than two students per seat with members of the same household seated together. In both phases, students should be seated one per row in small vans/cars.</p>
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Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>Under the yellow phase, students will receive a temperature check when entering district transportation and when entering the building. Staff will also receive a temperature check upon entering the building. Anyone who presents with a fever (above 100.4) will be asked to return home and not return to school until fever free. Anyone who presents with a fever may be issued a second temp check within 15 minutes to ensure accuracy.</p>
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	

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

During green phase, parents are asked to take their child’s temperature prior to entering district transportation or prior to dropping off the student to the building. Parents should keep their child home if the student presents with a fever and not return until fever free. Staff is asked to take their own temperature prior to reporting to assigned buildings and to remain home if temperature is above 100.4 and not return until fever free.

Any person who demonstrates symptoms of COVID-19 at school will be quarantined in predetermined locations within the buildings until he/she is able to safely leave the campus. Any person returning to campus after experiencing a confirmed case of COVID-19 must have a doctor’s excuse saying that returning to school is safe for both the individual who recovered and others in the building.

All additional school closures or changes in safety protocols related to COVID-19 will be communicated to families through school messaging systems, the district website, and district social media platforms.

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>* Unique safety protocols for students with complex needs or</p>	<p>During the yellow phase, approximately half of the students will be present at any given time in each classroom.</p> <p>In both phases, students will be provided with a full remote learning environment if they so choose. Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case by case basis. Appropriate accommodations will be made to fully support their safety and learning. Staff at risk of the coronavirus will be addressed on a case by case basis.</p>

<p>other vulnerable individuals</p> <p>* Strategic deployment of staff</p>	<p>Staff members and students may wear a face covering if they choose.</p>
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Health and Safety Plan Governing Body Affirmation Statement

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

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

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

By:

(Signature of Board President)*

(Print Name of Board President)

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

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

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