



# ARP ESSER Health and Safety Plan Guidance & Template

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Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:

- a. Universal and correct wearing of [masks](#);
- b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
- c. [Handwashing and respiratory etiquette](#);
- d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
- e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
- f. [Diagnostic](#) and screening testing;
- g. Efforts to provide COVID-19 [vaccinations to school communities](#);
- h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
- i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

\* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

## **Additional Resources**

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

## Health and Safety Plan Summary: Cambria Heights SD

**Initial Effective Date: July 1, 2021**

**Date of Last Review: November 16, 2021**

**Date of Last Revision: August 17, 2021**

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

Cambria Heights School District will monitor the latest recommendations from the Pennsylvania Department of Education (PDE), Pennsylvania Department of Health (DOH), and the Center for Disease Control and Prevention (CDC) and update its Health and Safety Plan as needed. The plan will be updated and reviewed by the Board of School Directors (Board) as needed, at a minimum every six months. Facilities and practices will be adapted to the extent possible to ensure that appropriate prevention and mitigation processes are followed.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

All district students will have access to a Chromebook or iPad through the district's 1:1 program. During periods of in-person instruction, teachers will guide students on how to use the various learning management systems and other online tools that are part of the district's or teacher's curriculum or resources. (Examples include, but are not limited to, Google Classroom and SeeSaw.)

Should it become necessary for the district's students and/or staff to work remotely, Cambria Heights School District will follow the sample schedules below according to the district's number of COVID-19 cases and federal and state mandates or recommendations.

**CAMBRIA HEIGHTS SCHOOL DISTRICT**  
**Sample Weekly Schedules**

| <b>100% In-Person Instruction</b>  |  |  |  |  |
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| Cambria Heights School District will follow this model throughout the school year unless building, district, local, or state conditions related to COVID-19 require an alternative schedule. |  |  |  |  |
| <b>Monday</b>  | <b>Tuesday</b>                           | <b>Wednesday</b>                         | <b>Thursday</b>                          | <b>Friday</b>                            |
| Full in-person learning for all students   | Full in-person learning for all students | Full in-person learning for all students | Full in-person learning for all students | Full in-person learning for all students |

| <b>50% Hybrid Schedule</b>   |  |                                  |  |  |
|--|--|----------------------------------|--|--|
| Cambria Heights School District will follow this model when conditions necessitate a reduction in the number of students in the building during school days. |  |                                  |  |  |
| <b>Monday</b>  | <b>Tuesday</b>   | <b>Wednesday</b>                 | <b>Thursday</b>  | <b>Friday</b>  |
| Group A: In-Person Learning (Last Names starting with A-K)   | Group A: Remote Learning (Last Names starting with A-K)    | Remote Learning for all students | Group A: In-Person Learning (Last Names starting with A-K) | Group A: Remote Learning (Last Names starting with A-K)    |
| Group B: Remote Learning (Last Names starting with L-Z)  | Group B: In-Person Learning (Last Names starting with L-Z) | Remote Learning for all students | Group B: Remote Learning (Last Names starting with L-Z)    | Group B: In-Person Learning (Last Names starting with L-Z) |

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| <p><b>100% Remote Instruction</b></p> <p>Cambria Heights School District will follow this model when it is necessary to close one or more buildings in the district.</p>   |                |                  |                 |               |
| <b>Monday</b>  | <b>Tuesday</b> | <b>Wednesday</b> | <b>Thursday</b> | <b>Friday</b> |
| <p>Students will work remotely on whatever days the school is closed to in-person instruction, following their daily schedules. Remote lessons will be conducted through Google Meets. Students will access their assignments in Google Classroom.</p> |                |                  |                 |               |

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

| ARP ESSER Requirement   | Strategies, Policies, and Procedures  |
|---|---|
| <ul style="list-style-type: none"> <li>● <b>Universal and correct wearing of <u>masks</u>;</b></li> </ul>   | <ul style="list-style-type: none"> <li>● The district will follow current guidelines and orders from the CDC, DOH, or PDE regarding the use of face coverings for students, staff, and visitors.</li> <li>● Face coverings will be required on all school district transportation for drivers and passengers when ordered by the Transportation Security Administration (TSA) on public transportation.</li> <li>● When not required by mandate or order, it is recommended that students, faculty, and visitors wear face coverings to protect themselves and others.</li> <li>● The district will keep on hand a supply of masks in each school office for those who wish to take one.</li> </ul> |
| <ul style="list-style-type: none"> <li>● <b>Modifying facilities to allow for <u>physical distancing</u> (e.g., use of cohorts/podding);</b></li> </ul> | <ul style="list-style-type: none"> <li>● The district will follow current guidelines and orders from the CDC, DOH, or PDE regarding distancing and the movement of students throughout the buildings.</li> </ul>  |

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|  | <ul style="list-style-type: none"> <li>● To the greatest extent possible, class sizes will be balanced to allow for physical distancing.</li> <li>● Space classroom furniture to the greatest extent possible when not disruptive to the educational process.</li> <li>● Staff will maintain a distance of at least 6 feet from other adults to the maximum extent feasible.</li> <li>● Staff will maintain at least 6 feet from students, whenever possible and when not disruptive to the educational process.</li> <li>● Establish distance between the teacher's desk/board and students' desks.</li> <li>● Identify and utilize large spaces (i.e. gymnasiums and outside spaces – as weather permits) for social distancing.</li> </ul>   |
| <ul style="list-style-type: none"> <li>● <b><u>Handwashing and respiratory etiquette;</u></b></li> </ul> | <ul style="list-style-type: none"> <li>● Teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings when required.</li> <li>● Provide hand soap, hand sanitizer with at least 70% alcohol, cleaning wipes/disinfectant spray, tissues, and paper towels in all classrooms and frequently trafficked areas.</li> <li>● Continue to provide hand sanitizing and water bottle filling stations in all district buildings.</li> <li>● Post signage in buildings to communicate how to stop the spread of COVID-19 and how to practice good hygiene, proper respiratory etiquette and school/district specific protocols.</li> <li>● Cover mouth and nose with a tissue when coughing or sneezing.</li> <li>● Use the nearest waste receptacle to dispose of tissues after use.</li> <li>● Perform hand hygiene after having contact with respiratory secretions and contaminated objects or materials.</li> </ul> |

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| <ul style="list-style-type: none"> <li>● <b><u>Cleaning</u> and maintaining healthy facilities, including improving <u>ventilation</u>;</b></li> </ul>  | <ul style="list-style-type: none"> <li>● Continue to follow daily cleaning and disinfecting procedures established in the 2020-2021 school year, with a continued emphasis on frequently touched surfaces and objects including door handles, sink handles and desktops.</li> <li>● Prohibit the use of water fountains in district buildings. Students and staff may use bottle filling stations to refill individual water bottles.</li> <li>● Ensure ventilation systems operate properly; follow routine cleaning and maintenance procedures for ventilation systems.</li> <li>● Make cleaning and disinfecting supplies readily available to students and staff for shared items such as toys, classroom materials, manipulatives, computers, and physical education equipment.</li> <li>● Student athletes and those in other extracurricular activities are encouraged to bring their own water to after-school practices and events and should not share containers with others.</li> </ul> |
| <ul style="list-style-type: none"> <li>● <b><u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;</b></li> </ul> | <ul style="list-style-type: none"> <li>● Work with school administrators and school nurses to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms; work with maintenance staff to ensure deep cleaning of all areas where symptomatic individuals have been.</li> <li>● School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people.</li> <li>● Continue to follow established procedures for transporting symptomatic individuals home from school.</li> </ul>  |



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|   | <ul style="list-style-type: none"> <li>● Contact the local health authority before acting in response to a known or suspected communicable disease.</li> <li>● Contact the local health authority for further guidance if a parent/guardian/caregiver notifies the school of potential exposure by a student, staff member, or school visitor.</li> <li>● Conduct outreach to the DOH through the WebEOH communication system when reporting positive cases.</li> <li>● Fill out and submit the Self Report and Line List forms provided by PDE and PADOH Joint Task Force for contact tracing.</li> <li>● Send out notifications to building staff and students with the appropriate information as needed.</li> <li>● Work closely with the DOH nurses to follow-up and complete contract tracing.</li> <li>● Develop procedures based on CDC guidelines. Ensure that staff and students meet all requirements before returning to school safely.</li> <li>● Follow CDC, DOH, and PDE recommendations or requirements related to school closures when case thresholds are reached in district buildings.</li> </ul> |
| <ul style="list-style-type: none"> <li>● <b><u>Diagnostic</u> and screening testing;</b></li> </ul> | <ul style="list-style-type: none"> <li>● Encourage students/families and staff to conduct daily self-checks at home for symptoms of COVID-19, in accordance with the Pennsylvania Dept. of Health Symptom Monitoring Tool.</li> <li>● Use email communication, social media, and the district-wide messaging tool to communicate with students and families about updates</li> </ul>  |

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|  | <p>related to diagnostic and screening procedures.</p> <ul style="list-style-type: none"> <li>● Individuals in the building who are symptomatic will receive a screening in the school health offices. Anyone exhibiting symptoms will wear a mask in the building and be isolated until that individual can be safely transported home.</li> <li>● Continue ongoing collaborations with local and state health officials regarding health screenings and symptom checks.</li> </ul>   |
| <ul style="list-style-type: none"> <li>● <b>Efforts to provide <u>vaccinations to school communities</u>;</b></li> </ul>   | <ul style="list-style-type: none"> <li>● Continue to work with local healthcare providers seeking opportunities to host local vaccine clinics open to students, staff, and the community at large. (Cambria Heights previously hosted a vaccine clinic for students in June 2021).</li> </ul>  |
| <ul style="list-style-type: none"> <li>● <b>Appropriate accommodations for students with disabilities with respect to health and safety policies; and</b></li> </ul> | <ul style="list-style-type: none"> <li>● Ensure that any procedures regarding face coverings or any other parts of the health and safety plans are sensitive to the needs of students and staff with medical issues. Appropriate accommodations in compliance with federal and state laws should be made for students with disabilities with respect to health and safety procedures.</li> <li>● Provide PPE to vulnerable students, as appropriate.</li> <li>● Collaborate with families of students with disabilities to make appropriate accommodations on an as-needed basis.</li> </ul> |
| <ul style="list-style-type: none"> <li>● <b>Coordination with state and local health officials.</b></li> </ul>   | <ul style="list-style-type: none"> <li>● Follow the guidelines of the CDC, Pennsylvania Department of Health, Pennsylvania Department of Education, and local health contacts.</li> </ul>  |

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## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Cambria Heights SD** reviewed and approved the Health and Safety Plan on **November 16, 2021**.

The plan was approved by a vote of:

8 Yes

0 No

Affirmed on:

By:

  
\_\_\_\_\_  
(Signature\* of Board President)

Kenneth G. Vescovi  
\_\_\_\_\_  
(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.