

Rochester Area School District

Phased School Reopening



**Health & Safety Plan
2020-2021
July 20, 2020**



Phased School Reopening Health and Safety Plan Template

A Message for Local School Districts from PDE:

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.

Table of Contents

Contents

Type of Reopening	5
Pandemic Coordinator/Team	7
Key Strategies, Policies, and Procedures	8
Social Distancing and Other Safety Protocols	13
Monitoring Student and Staff Health	26
Other Considerations for Students and Staff	31
Health and Safety Plan Professional Development.....	35
Health and Safety Plan Communications	36
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation	38
Social Distancing and Other Safety Protocols.....	38
Monitoring Student and Staff Health	43
Other Considerations for Students and Staff.....	45
Health and Safety Plan Governing Body Affirmation Statement	46

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: Rochester Area 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. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

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

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place? This question is answered throughout the plan.
- How did you engage stakeholders in the type of re-opening your school entity selected? Throughout Beaver County and within the district, we have surveyed various stakeholders and created local workgroups to answer these questions and review the plan. We will share our plan and provide details to the specific aspects of the plan, identify implementation needs, and create revisions as necessary as we move forward.
- How will you communicate your plan to your local community? Our plan will be posted to our website, shared at our Board of Education and stakeholder meetings.
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations? We intend to follow the guidelines from the CDC, PA Department of Health, PA Department of Education, and Governor's Office. Our team will reconvene as necessary to consider our options and the data, and make revisions as necessary. We will utilize the additional information from the PA Department of Education regarding how schools will be allowed to operate if/when closures are necessary and how the days in operation outside of the traditional model will count toward their requirements for the yearly days/hours.

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 26, 2020 is our anticipated first day of school for students. We expect to return to in-service our staff on August 21, 2020 and for our students to begin on Thursday, August 27, 2020.

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

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

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Jane Bovalino	Superintendent	Both & Pandemic Coordinator
Michael Damon	Principal	Both
Amanda Cwynar	Principal	Both
Nick Long	Director of Special Education/ Title IX Coordinator	Both
Ryan Herstine	Technology Supervisor	Both

Kathy Onuska	Business Manager	Both
Lou Campisi	Director of Buildings & Grounds	Both
Chris Barsic	Nurse	Both
Jenny Pearson	Cafeteria Manager, Nutrition Group	Both
DJ Frye	Transportation Contractor	Both
Kim Cassidy	The Nutrition Group, Food Service Contractor	Both
K-12 Staff	Individual Building Level	Plan Development via Survey Data
Parents	Parents/Community Members	Plan Development via Survey Data

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

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?
The RASD Director of Buildings and Grounds implemented the use of hospital grade sanitation (Nutrastat-64) and CDC and EPA approved disinfectant (Bactronix) prior to the onset of the pandemic. Prior to the pandemic, the custodial and maintenance staff was trained on the appropriate use of these products. Additional re-training was provided by the vendor to the staff in June. Cleaning protocols are in place to provide a safe environment for our students and staff.
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)? The district has ordered the appropriate supplies, much of which are already on-site. In addition, the county Superintendents have worked collaboratively with the Beaver Valley Intermediate Unit to obtain adequate supplies for reopening.
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety? (Please refer to chart)
- What protocols will you put in place to clean and disinfect throughout an individual school day? (Please refer to chart)
- 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? (Please refer to chart)

Summary of Responses to Key Questions: The District will work to follow all CDC guidelines for cleaning and sanitizing, ensure we have the appropriate cleaning agents and supplies on-site, and we have secured additional equipment to assist in this process. We will train our staff on the appropriate measures necessary and review those steps as they are updated. We are working with suppliers to ensure all supplies necessary are available and on-site and that they can provide us with updated information, training, and supplies as necessary and as we learn more. We are thoroughly reviewing specific areas within each building, and items within each building, that may require additional attention, receive higher frequencies of use, or be under special circumstances and require additional or specialized cleaning.

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)
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<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>All custodians will clean and disinfect frequently touched surfaces and objects within the schools at least daily. We will focus on high touch surfaces and frequently used areas.</p> <p>We will limit access to areas as appropriate in order to limit what requires cleaning and the number of high touch surfaces that exist.</p> <p>Drinking fountains will be turned off and replaced with bottle refilling stations throughout the buildings.</p> <p>The Maintenance staff will actively monitor the HVAC system to ensure it is circulating air and that filters are appropriately changed. New filters will be treated prior to installation.</p> <p>The Maintenance staff will evaluate the outside air intake for interior locations and make adjustments to increase air circulation from the outside.</p> <p>Transportation contractor has secured appropriate cleaning supplies and equipment and will clean and disinfect buses and high touch surfaces on the buses throughout the day.</p>	<p>All custodians will clean and disinfect frequently touched surfaces and objects within the schools at least daily. We will focus on high touch surfaces and frequently used areas.</p> <p>We will limit access to areas as appropriate in order to limit what requires cleaning and the number of high touch surfaces that exist.</p> <p>Drinking fountains will be turned off and replaced with bottle refilling stations throughout the buildings.</p> <p>The Maintenance staff will actively monitor the HVAC system to ensure it is circulating air and that filters are appropriately changed. New filters will be treated prior to installation.</p> <p>The Maintenance staff will evaluate the outside air intake for interior locations and make adjustments to increase air circulation from the outside.</p> <p>Transportation contractor has secured appropriate cleaning supplies and equipment and will clean and disinfect buses and high touch surfaces on the buses throughout the day.</p>	<p>Director of Buildings & Grounds</p>	<p>Verify supplies are on-site and available for order.</p> <p>Secure additional equipment as needed for proper cleaning and sanitizing.</p> <p>CDC Website resources</p>	<p>Yes</p>
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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>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Schedules have been created so that all personnel are instructed on their areas of cleaning and the amount of time needed to address their areas of responsibility.</p> <p>Daily disinfecting by custodians protocols include: Restroom handles, doors handles, sinks, stair railings, water bottle refilling handles, office counters.</p> <p>60 Second Clean-up – periodic clean-up of individual working space</p> <p>When a student is sent home with any flu/virus symptoms, the nurse will notify the principal and Director of Buildings & Grounds. The class will be moved so the classroom can be disinfected and reopened after the disinfectant dries (at least 15 minutes).</p> <p>All personnel will clean their spaces routinely. Appropriate cleaning supplies (disinfecting spray and paper towels) will be made available.</p> <p>Hand sanitizing stations will be available throughout all buildings and availability will increase as supplies become available.</p> <p>There will be a designated “well” and “sick” area within each</p>	<p>Schedules have been created so that all personnel are instructed on their areas of cleaning and the amount of time needed to address their areas of responsibility.</p> <p>Daily disinfecting by custodians protocols include: Restroom handles, doors handles, sinks, stair railings, water bottle refilling handles, office counters.</p> <p>60 Second Clean-up – periodic clean-up of individual working space</p> <p>When a student is sent home with any flu/virus symptoms, the nurse will notify the principal and Director of Buildings & Grounds. The class will be moved so the classroom can be disinfected and reopened after the disinfectant dries (at least 15 minutes).</p> <p>All personnel will clean their spaces routinely. Appropriate cleaning supplies (disinfecting spray and paper towels) will be made available.</p> <p>Hand sanitizing stations will be available throughout all buildings and availability will increase as supplies become available.</p> <p>There will be a designated “well” and “sick” area within each nurse’s</p>	<p>Superintendent, Director of Buildings & Grounds & School Nurse, All staff</p>	<p>Create schedule of assignment areas and duties</p> <p>Monitor sanitizing stations for function and supply</p>	<p>Yes</p>

nurse's office. Upon a student leaving a "sick" area, the nurse will allow for ventilation and appropriate time between students before the area will be cleaned. The nurse will coordinate with the Director of Buildings & Grounds on who is needed to clean the area, appropriate cleaning and current needs of the area.

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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:

The District aims to return to normal as much as possible. Our district is unique in that we have a K-12 complex that houses the entire district staff, including central office. Our facility has a capacity of 2,500. Our current enrollment ranges from 750-770, with an entire staff of 165. We have analyzed the square footage of each classroom and establish a “COVID Room Capacity” that will be utilized. We have the unique ability to welcome all students and staff, even at half capacity. However, our plan provides an opportunity for parents to choose the learning pathway for their students. In the Green Phase, for those who select the Traditional Program, all students and staff will be onsite. In the Yellow Phase, we will transition to half capacity for students – even for those who select the Traditional Program, while the staff remains onsite.

We are working with staff to move extra furniture into storage so as to maximize our usable space. Students in grade K-3 will be self-contained. Support teachers (Learning support, Title, etc.) will be assigned to a grade level so as to limit the cross-exposure of staff and students. Students in grade 4-5 will remain in the classroom and the teacher will transition to the students. All K-5 students will eat in the classroom. Middle School and High School student groupings will be limited as much as possible. Class size will be limited to provide additional ability to social distance. In the event we do have a larger class, the class will be moved to a space that can accommodate appropriate social distancing

Throughout, we will utilize social distancing as recommended by the CDC and to the extent feasible, per PDE guidelines, for implementation within our buildings. We are reviewing all communal spaces in order to provide social distancing as possible within them, in both Yellow and Green phase, as well as repurpose these spaces to be utilizing for the most pressing items within our daily schedule, i.e. cafeteria, large classes, etc. We are working with our bus company to review bus routes and design options for the bus to provide social distancing to the extent feasible. We intend to limit visitors and volunteers and provide updates to our community on how and when it would be appropriate to come into the school and/or volunteer. We will continue to monitor our plan against the then current guidance and will make adjustments based on guidance and age of student as deemed appropriate.

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)
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<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>The District will operate at a limited capacity (50% of students) with an alternative schedule (Hybrid). Current capacity is 2,500 for the K-12 complex.</p> <p>Specifically, 50% capacity (1,250 people) with a combination of remote learning and in person instruction.</p> <p>Schedules will be as static as possible by having the same group of students with the same group of staff based on age and developmental level.</p> <p>Interactions between groups of students will be restricted.</p> <p>The number of individuals in a classroom will be limited to only those essential in that classroom and for the students within that classroom.</p> <p>Larger classes will be moved to an appropriate space.</p> <p>Classes may be held outdoors when possible.</p> <p>Teacher and Student desks will all face the same direction.</p> <p>Social distancing patterns will be maintained within classrooms and throughout the common areas, i.e. hallways, stairwells, etc.</p> <p>Signage is established to show traffic flow, repurpose stair wells to be up/ down stairs.</p> <p>Small group pull-out for students will only occur if essential to student need and properly documented.</p>	<p>The District will operate at a limited capacity (50% of students) with an alternative schedule (Hybrid). Current capacity is 2,500 for the K-12 complex.</p> <p>Specifically, 50% capacity (1,250 people) with a combination of remote learning and in person instruction.</p> <p>Schedules will be as static as possible by having the same group of students with the same group of staff based on age and developmental level.</p> <p>Interactions between groups of students will be restricted.</p> <p>The number of individuals in a classroom will be limited to only those essential in that classroom and for the students within that classroom.</p> <p>Larger classes will be moved to an appropriate space.</p> <p>Classes may be held outdoors when possible.</p> <p>Teacher and Student desks will all face the same direction.</p> <p>Social distancing patterns will be maintained within classrooms and throughout the common areas, i.e. hallways, stairwells, etc.</p> <p>Signage is established to show traffic flow, repurpose stair wells to be up/ down stairs.</p>	<p>Building Principals</p>	<p>N/A</p>	<p>No</p>
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Essential classroom furniture to accommodate a student's work area and teacher's work area will not be removed from instructional settings. Extra furniture will be removed to limit surface interaction and additional congregation spaces.

Teacher instructional locations within the room should be identified and instruction through close proximity will be reduced.

At the elementary level, breakfast and lunch will be in the classroom.

Small group pull-out for students will only occur if essential to student need and properly documented.

Essential classroom furniture to accommodate a student's work area and teacher's work area will not be removed from instructional settings. Extra furniture will be removed to limit surface interaction and additional congregation spaces.

Teacher instructional locations within the room should be identified and instruction through close proximity will be reduced.

At the elementary level, breakfast and lunch will be in the classroom.

<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.</p> <p>Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Meal condiments will be limited and to the extent possible provided to students on the serving trays.</p> <p>Students will not be permitted to serve themselves for items such as fruit and or vegetable selections. Staff will serve students all meal components.</p> <p>“Share” tables and other areas will be eliminated.</p> <p>Student dining areas and cafeteria serving areas will be cleaned between lunch periods. Elementary children will eat in the classrooms.</p> <p>MS/HS cafeteria tables will be replaced with desks, which will be set to establish social distancing. Students will be separated into groups on 25 and assigned to a location and seat.</p>	<p>Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.</p> <p>Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Meal condiments will be limited and to the extent possible provided to students on the serving trays.</p> <p>Students will not be permitted to serve themselves for items such as fruit and or vegetable selections. Staff will serve students all meal components.</p> <p>“Share” tables and other areas will be eliminated.</p> <p>Student dining areas and cafeteria serving areas will be cleaned between lunch periods. Elementary children will eat in the classrooms.</p> <p>MS/HS cafeteria tables will be replaced with desks, which will be set to establish social distancing. Students will be separated into groups on 25 and assigned to a location and seat.</p>	<p>Building Principals</p> <p>Business Manager</p> <p>Cafeteria Manager</p>	N/A	No

<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>All staff will be trained on healthy hygiene practices so they can teach these to students.</p> <p>Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.</p> <p>CDC – handwashing resources available online; Utilize social media, building television system, and similar platforms to educate and encourage proper hygiene among students, staff, and the community.</p> <p>Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.</p>	<p>All staff will be trained on healthy hygiene practices so they can teach these to students.</p> <p>Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.</p> <p>CDC – handwashing resources available online; Utilize social media, building television system, and similar platforms to educate and encourage proper hygiene among students, staff, and the community.</p> <p>Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.</p>	<p>Building Principals</p> <p>Nurse</p>	<p>Hand Washing & Sanitizer Supplies</p> <p>Elementary-soap dispensers next to all classroom sinks; if no sinks in classrooms, schedule for bathroom usage for hand washing</p> <p>Signage about hand washing</p>	<p>Yes</p>
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<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Signs will be posted in entry points and high traffic areas that provide messages including:</p> <ul style="list-style-type: none"> • Respiratory etiquette • Wearing masks • Social distancing guidelines • Hand washing best practices • Stop the Spread • Stay home when sick <p>Additionally, arrows, signs, social distancing specific markers will be used to assist pedestrian traffic flow within buildings, especially in high-traffic areas, such as hallways.</p> <p>Signs will be posted in building offices providing information pertaining to COVID-19, including symptoms and appropriate responses if an individual suspects potential exposure.</p>	<p>Signs will be posted in entry points and high traffic areas that provide messages including:</p> <ul style="list-style-type: none"> • Respiratory etiquette • Wearing masks • Social distancing guidelines • Hand washing best practices • Stop the Spread • Stay home when sick <p>Additionally, arrows, signs, social distancing specific markers will be used to assist pedestrian traffic flow within buildings, especially in high-traffic areas, such as hallways.</p> <p>Signs will be posted in building offices providing information pertaining to COVID- 19, including symptoms and appropriate responses if an individual suspects potential exposure.</p>	<p>Superintendent to provide signs via email</p> <p>Building Principals to ensure posting and monitor if any need replaced</p>	<p>CDC Website</p> <p>Signs & Posters</p>	<p>No</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Nonessential visitors, volunteers, and activities that involve other groups are restricted from entering the building.</p> <p>All visitors/volunteers must get pre-approval from principal.</p> <p>No outside individuals/groups will be permitted to rent facilities.</p>	<p>Nonessential visitors, volunteers, and activities that involve other groups are restricted from entering the building.</p> <p>All visitors/volunteers must get pre-approval from principal.</p> <p>No outside individuals/groups will be permitted to rent facilities.</p>	<p>Superintendent, Director of Buildings & Grounds, Building Principals</p>	<p>N/A</p>	<p>No</p>

	<p>Large group activities such as extracurricular activities will be limited (in accordance with CDC, DOH, and other agency guidelines) – refer to Athletics Health & Safety Plan.</p> <p>Large group activities include, but not limited to assemblies, concerts, and theater shows will follow social distancing guidelines.</p>	<p>Large group activities such as extracurricular activities will be limited (in accordance with CDC, DOH, and other agency guidelines) – refer to Athletics Health & Safety Plan.</p> <p>Large group activities including, but not limited to assemblies, concerts, and theater shows will follow social distancing guidelines</p>			
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<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>See RASD Athletic Health & Safety Plan</p> <p>Physical Education - classes will occur as classroom based classes, focused on health and general physical wellness. If possible, physical education can occur outside with social distancing and individual activities, i.e. walking, jogging.</p> <p>Recess - Recreation areas will be limited to open spaces. Elementary children may use the natatorium and cafeteria for additional movement areas. Playground schedule will be followed. Outdoor equipment will be sanitized daily.</p>	<p>See RASD Athletic Health & Safety Plan</p> <p>Physical Education - classes will occur as classroom based classes, focused on health and general physical wellness. If possible, physical education can occur outside with social distancing and individual activities, i.e. walking, jogging.</p> <p>Recess - Recreation areas will be limited to open spaces. Elementary children may use the natatorium and cafeteria for additional movement areas. Playground schedule will be followed. Outdoor equipment will be sanitized daily.</p>	<p>Physical Education & Classroom Teachers, Custodians</p>	<p>Modification of plans may be required to provide sufficient time to sanitize equipment</p>	<p>No</p>
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<p>Limiting the sharing of materials among students</p>	<p>Elementary - Student's belongings will be separated from others' and placed in large bags.</p> <p>We will use individual supply boxes for the classroom supplies that are used (i.e. pencils, crayons, and scissors).</p> <p>Shared items will be cleaned and disinfected between use.</p> <p>Employees should avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.</p> <p>Toys – Once played with, toys should be placed in a bin and cleaned before used by another person. toys that cannot prevent social distancing and transfer of germs cannot be used (if placed in bin, either they sit for a week or teacher cleans)</p> <p>Library – Upon return of a book it will be placed in a bin and sit for one week prior to reshelving. If students are reviewing books on the shelves, once they are touched they are to also be placed in the bin and sit for one week.</p>	<p>Elementary - Student's belongings will be separated from others' and placed in large bags.</p> <p>We will use individual supply boxes for the classroom supplies that are used (i.e. pencils, crayons, and scissors).</p> <p>Shared items will be cleaned and disinfected between use.</p> <p>Employees should avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.</p> <p>Toys – Once played with, toys should be placed in a bin and cleaned before used by another person. toys that cannot prevent social distancing and transfer of germs cannot be used (if placed in bin, either they sit for a week or teacher cleans)</p> <p>Library – Upon return of a book it will be placed in a bin and sit for one week prior to reshelving. If students are reviewing books on the shelves, once they are touched they are to also be placed in the bin and sit for one week.</p>	<p>Superintendent & Building Principals</p>	<p>Cleaner & Sanitizer available for classroom use; Consider creating stations for items to be borrowed</p> <p>Cleaner & Sanitizer available in classrooms that utilize shared computer equipment</p>	<p>Yes</p>

<p>Staggering the use of communal spaces and hallways</p>	<p>Hallways and stairwells will be one-way, when possible and to the extent feasible.</p> <p>Class changes will be staggered to create additional social distancing.</p> <p>Students and staff should establish social distancing and single file within the hallways and common areas.</p> <p>Flow patterns for arrival, dismissal, and lunch are established so students do not congregate.</p> <p>Lockers will be assigned to MS/HS students. Students will be assigned locker times to maintain social distancing.</p> <p>Virtual group events, gatherings, or meetings, will be recommended.</p>	<p>Hallways and stairwells will be one-way, when possible and to the extent feasible.</p> <p>Class changes will be staggered to create additional social distancing.</p> <p>Students and staff should establish social distancing and single file within the hallways and common areas.</p> <p>Flow patterns for arrival, dismissal, and lunch are established so students do not congregate.</p> <p>Lockers will be assigned to MS/HS students. Students will be assigned locker times to maintain social distancing.</p> <p>Virtual group events, gatherings, or meetings, will be recommended.</p>	<p>Building Principals</p>	<p>No</p>	<p>Yes</p>
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>Routes are being adjusted to limit the number of students on the bus.</p> <p>Students should wear masks, per the June 24, 2020 guidance from the PDE. Students will be assigned seats on the bus.</p> <p>Extracurricular and Educational field trips will be limited.</p> <p>Roof hatches and windows will be opened whenever possible to allow for the best ventilation.</p> <p>School buses and vehicles will be disinfected nightly, at minimum.</p> <p>Families are welcome to transport students in their own vehicles.</p>	<p>Routes are being adjusted to limit the number of students on the bus.</p> <p>Students should wear masks, per the June 24, 2020 guidance from the PDE. Students will be assigned seats on the bus.</p> <p>Extracurricular and Educational field trips will be limited.</p> <p>Roof hatches and windows will be opened whenever possible to allow for the best ventilation.</p> <p>School buses and vehicles will be disinfected nightly, at minimum.</p>	<p>Transportation Contractor</p> <p>Business Manager in collaboration with Buildings Principals, Director of Special Education and Superintendent, and Director of Buildings & Grounds</p>	<p>Additional signage for changes to pick-up and drop-off routes</p>	<p>No</p>

	<p>Pick-Up and Drop-Off procedures will be re-created with the expectation that there will be additional students at all levels who are receiving a ride to/from school.</p>	<p>Families are welcome to transport students in their own vehicles.</p> <p>Pick-Up and Drop-Off procedures will be re-created with the expectation that there will be additional students at all levels who are receiving a ride to/from school</p>			
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<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>Class sizes will follow COVID room capacity chart.</p> <p>Students will be placed socially distant and 6 feet apart, to the extent feasible.</p> <p>Student desks will face forward.</p> <p>Student travel throughout the day will be limited to essential travel for educational purposes.</p> <p>When possible, staff will rotate to the students, to limit the number of people moving to different locations.</p> <p>Small groups and keep them together (i.e. classes, "pods," etc.) as much as possible.</p> <p>Student and staff groupings will be as static as possible</p> <p>Mixing between groups will be as limited as possible.</p> <p>Interactions between groups of students will be as limited as possible.</p>	<p>Class sizes will follow COVID room capacity chart.</p> <p>Students will be placed socially distant and 6 feet apart, to the extent feasible.</p> <p>Student desks will face forward.</p> <p>Student travel throughout the day will be limited to essential travel for educational purposes.</p> <p>When possible, staff will rotate to the students, to limit the number of people moving to different locations.</p> <p>Small groups and keep them together (i.e. classes, "pods," etc.) as much as possible.</p> <p>Student and staff groupings will be as static as possible</p> <p>Mixing between groups will be as limited as possible.</p> <p>Interactions between groups of students will be as limited as possible.</p>	<p>Building Principals</p> <p>Director of Buildings & Grounds</p> <p>Director of Special Education</p>	<p>Review of current classroom furniture</p>	<p>No</p>
<p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or</p>	<p>Information will be posted to the District website. The current staff in each building who serves as a liaison to our local agencies will remain in those capacities.</p>	<p>Information will be posted to the District website. The current staff in each building who serve as a liaison to our local agencies will remain in those capacities.</p>	<p>Administration & Counseling Staff</p> <p>Technology Supervisor</p>	<p>N/A</p>	<p>No</p>

modified school-year calendars					
Other social distancing and safety practices	As recommended by the CDC and DOH.	As recommended by the CDC and DOH.	Administration	To be determined	No

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 to 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: The District will begin with the expectation that families and staff are self-monitoring prior to arrival at school/work each day. The District has established a Google Survey and requests that all students and staff complete the survey daily. The District will communicate the information that is to be considered during each daily monitoring and the steps that should be taken to ensure you are healthy and it is appropriate for you to come to school/work. We are working closely with our School Nurses throughout our county to develop guidelines, flow charts, and handouts that can be provided to individuals/families, posted to our website and social media, and shared within our handbooks. We will use those guidelines, as well as what we receive from the CDC, PDE, and DOH to make our determination on student/staff attendance, their ability to return following an illness or suspected/confirmed case of COVID-19, and protocols that are in place for cleaning/sanitizing specific areas, especially the nurse’s office and any associated quarantine or isolation areas. Additionally, we will work closely with families who are in unique situations or who wish to consider options outside of the traditional school environment. We will work to utilize our online resources for their learning and maintain pathways for them to be a traditional, hybrid, or full cyber student during the pandemic and beyond.

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	Symptom screening will be done by all parents/guardians at home each morning before the school day. No children with symptoms will be sent on a bus or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay	Symptom screening will be done by all parents/guardians at home each morning before the school day. No children with symptoms will be sent on a bus or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay	Building Nurse, Building Principals & Superintendent	Resources & Signage	Yes

	<p>home if ill – Google form for self-reporting</p> <p>Temperature screening will not be required upon entrance to school for students or staff.</p> <p>Students and staff will consistently be made aware of the signs and symptoms of COVID-19.</p> <p>Students and staff will go to the nurse immediately if feeling symptomatic and will be placed in an isolation area.</p> <p>The District will share resources with the school community to help families understand when to keep children home.</p>	<p>home if ill – Google form for self-reporting</p> <p>Temperature screening will not be required upon entrance to school for students or staff.</p> <p>Students and staff will consistently be made aware of the signs and symptoms of COVID-19.</p> <p>Students and staff will go to the nurse immediately if feeling symptomatic and will be placed in an isolation area.</p> <p>The District will share resources with the school community to help families understand when to keep children home.</p>			
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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>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>If a student, staff, or visitor exhibits signs or symptoms of COVID-19 they will:</p> <ul style="list-style-type: none"> ● Notify the school nurse prior to sending /coming to the health office ● Be masked immediately ● Placed in isolated area ● Assessed after PPE applied by school nurse ● Parent/guardian will be called ● Student will be escorted to the car when parent arrives ● Siblings will be dismissed as well ● Follow up with their PCP is recommended. A virtual visit may be set up while at the school or at home if parent /guardian chooses. Parents will receive instructions on how this is conducted. <p>Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting.</p>	<p>If a student, staff, or visitor exhibits signs or symptoms of COVID-19 they will:</p> <ul style="list-style-type: none"> ● Notify the school nurse prior to sending /coming to the health office ● Be masked immediately ● Placed in isolated area ● Assessed after PPE applied by school nurse ● Parent/guardian will be called ● Student will be escorted to the car when parent arrives ● Siblings will be dismissed as well ● Follow up with their PCP is recommended. A virtual visit may be set up while at the school or at home if parent /guardian chooses. Parents will receive instructions on how this is conducted. <p>Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting.</p>	<p>School Nurse</p>	<p>Information for families at the start of school</p> <p>Discharge information for families upon leaving school</p>	<p>Yes</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Refer to the most recent DOH guidance on home isolation or quarantine and returning to work/school.</p> <p>The nurse will follow the screening toll which identifies the conditions related to a student's return to school.</p>	<p>Refer to the most recent DOH guidance on home isolation or quarantine and returning to work/school.</p> <p>The nurse will follow the screening toll which identifies the conditions related to a student's return to school.</p>	<p>School Nurses</p>	<p>N/A</p>	<p>Yes</p>

<p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>The Health and Safety Plan will be posted on the website</p> <p>Upon approval by the BOE, the Administration will provide an overview of the plan for the staff.</p> <p>The District will use various forms of communication (website, School Messenger, Facebook, newsletter, email, and handbook).</p>	<p>The Health and Safety Plan will be posted on the website</p> <p>Upon approval by the BOE, the Administration will provide an overview of the plan for the staff.</p> <p>The District will use various forms of communication (website, School Messenger, Facebook, newsletter, email, and handbook).</p>	<p>Superintendent, Building Principals & School Nurses</p>	<p>N/A</p>	<p>Yes</p>
<p>Other monitoring and screening practices</p>	<p>Additional guidelines as provided by the CDC or DOH will be followed.</p>	<p>Additional guidelines as provided by the CDC or DOH will be followed.</p>	<p>Superintendent</p>	<p>N/A</p>	<p>No</p>

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: The District will work closely with families and staff who are at a higher risk. We will follow the guidance of their medical professional and work with them to develop a plan that is appropriate to their needs and is within the confines of all applicable laws, regulations, policies, and guidance from the leading agencies on public health. We are working with our regional business partners to secure substitutes and working with our local school district neighbors to assess our needs and determine where we can pool resources to assist one another. We are strategically planning staff needs throughout the building to maximize student engagement but minimize the potential for cross contamination. We are following the guidance of the CDC regarding masks and will be encouraging mask use in situations where it is warranted and will help reduce the potential spread of the virus.

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	All non-essential travel is canceled The district will follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act Perfect attendance awards and incentives are discouraged. Learning pathway choices are available. Students with complex needs will be addressed individually.	All non-essential travel is canceled The district will follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act Perfect attendance awards and incentives are discouraged. Learning pathway choices are available. Students with complex needs will be addressed individually.	Superintendent	N/A	No

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>* Use of face coverings (masks or face shields) by all staff</p>	<p>Faculty and staff are required to wear face masks/face coverings when working in close proximity to others (within 6 feet).</p> <p>Any faculty and staff member who is exhibiting any COVID-19 symptom is required to wear a face mask/face covering until he/she can return home.</p> <p>All guidance on face coverings will be updated as guidance is released or updated from the CDC and DOH.</p>	<p>Faculty and staff are required to wear face masks/face coverings when working in close proximity to others (within 6 feet).</p> <p>Any faculty and staff member who is exhibiting any COVID-19 symptom is required to wear a face mask/face covering until he/she can return home.</p> <p>All guidance on face coverings will be updated as guidance is released or updated from the CDC and DOH.</p>	<p>Superintendent</p>	<p>No</p>	<p>Yes</p>

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>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>In accordance with the order, students are required to wear face masks/face coverings while riding a bus, attending school, or extracurricular activities.</p> <p>Students/families are responsible for providing face masks/coverings.</p> <p>We recommend the student have an extra face mask in a zip lock bag.</p> <p>Students may be permitted to remove their facemask when they are:</p> <ul style="list-style-type: none"> • Eating or drinking when spaced apart; • Seated at desks or assigned working spaces and are socially distant; • Engaged in any activity at least socially distanced. <p>All guidance on face coverings will be updated as guidance is released or updated from the CDC and DOH.</p>	<p>In accordance with the order, students are required to wear face masks/face coverings while riding a bus, attending school, or extracurricular activities.</p> <p>Students/families are responsible for providing face masks/coverings.</p> <p>We recommend the student have an extra face mask in a zip lock bag.</p> <p>Students may be permitted to remove their facemask when they are:</p> <ul style="list-style-type: none"> • Eating or drinking when spaced apart; • Seated at desks or assigned working spaces and are socially distant; • Engaged in any activity at least socially distanced. <p>All guidance on face coverings will be updated as guidance is released or updated from the CDC and DOH.</p>	Administration	Masks	No
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>An isolation space for anyone displaying symptoms of Covid-19 is in the nurse's office.</p> <p>School teams will work with parents and other members of IEP/504 teams to determine if alternate programming needs to be created.</p> <p>School teams will work with parents and the family medical provider to understand any special health concerns for students,</p>	<p>An isolation space for anyone displaying symptoms of Covid-19 is in the nurse's office.</p> <p>School teams will work with parents and other members of IEP/504 teams to determine if alternate programming needs to be created.</p> <p>School teams will work with parents and the family medical provider to understand any special health concerns</p>	Superintendent, Director of Special Education, Building Principals & School Nurse	TBD	No

	<p>or if students are residing with someone who has complex medical needs.</p> <p>The LEA will follow regular protocols for safety contracts, referrals to PA Childline, and referrals to Beaver County CYS.</p>	<p>for students, or if students are residing with someone who has complex medical needs.</p> <p>The LEA will follow regular protocols for safety contracts, referrals to PA Childline, and referrals to Beaver County CYS.</p>			
Strategic deployment of staff	<p>Support staff will meet most student needs in an inclusive setting. Schedules will be detailed and cross-training will occur for coverage when necessary.</p> <p>Strategically planning for students to be pulled out in similar groups if a pull out service is needed.</p>	<p>Support staff will meet most student needs in an inclusive setting. Schedules will be detailed and cross-training will occur for coverage when necessary.</p> <p>Strategically planning for students to be pulled out in similar groups if a pull out service is needed.</p>	<p>Superintendent, Director of Special Education & Building Principals</p>	TBD	No
Substitute Teachers	<p>The District will work with a third party substitute provider to recruit additional substitutes for the upcoming school year. The district will also increase the number of Building dedicated Substitutes who work in an assigned building each day.</p>	<p>The District will work with a third party substitute provider to recruit additional substitutes for the upcoming school year. The district will also increase the number of Building dedicated Substitutes who work in an assigned building each day.</p>	<p>Building Principals</p> <p>Business Manager</p>	N/A	No

Health and Safety Plan Professional Development

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. 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
Cleaning Procedures & Protective Gear	Custodians/maintenance employees	Lou Campisi, Director of Buildings & Grounds	Staff Meetings & Demonstrations	Guidelines from CDC	June 22, 2020	ongoing
Bactronix Electrostatic Unit	Custodians/maintenance employees	Lou Campisi, Director of Buildings & Grounds	Demonstrations	Bactronix staff training	TBD	TBD
Healthy Hygiene Practices	All Staff	Chris Barsic, Certified School Nurse	In-Person or Online – TBD	Training Materials	August 21, 2020	Prior to start of 2020-2021 School Year
Implementing the Health and Safety Plan – for District Administration	District Administration	Jane Bovalino, Superintendent; Chris Barsic, Certified School Nurse & Building Principals	In-Person or Online – TBD	Training Materials	August 1, 2020	Prior to start of 2020-2021 School Year

Implementing the Health and Safety Plan	All Staff	Jane Bovalino, Superintendent; Chris Barsic, Certified School Nurse & Building Principals	In-Person or Online – TBD	Training Materials	August 21, 2020	Prior to start of 2020-2021 School Year
COVID 19 Health Care Procedures for Nurses	All Nurses	Chris Barsic, Certified School Nurse	In Person Training	All School Nurses & RNs	TBD	Prior to start of 2020-2021 School Year
Safety Protocols for Students with Complex Needs	Special Education	Nick Long, Director of Special Education	In-Person	Demonstrations & Guidelines	TBD	Prior to start of 2020-2021 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
2020-2021 District Instructional Options	Staff Guardians Community	Jane Bovalino, Superintendent Building Principals Director of Special Education	Letter	July 20, 2020	August 15, 2020
Board of Education COVID-19 Update	Board of Education & Community	Jane Bovalino, Superintendent	Verbal reporting during school board meetings	March 13, 2020	Ongoing
Parent Updates & Surveys	Parent/Guardians	Jane Bovalino, Superintendent	Google Surveys & Website Letters	March 13, 2020	Ongoing
Staff Updates & Surveys	RASD Staff	Jane Bovalino, Superintendent	Google Surveys & Email blasts	March 13, 2020	Ongoing

Community Leader Updates	Community Leaders	Jane Bovalino, Superintendent	Verbal and Email communications	March 13, 2020	Ongoing
Return to School Survey	Parents/Guardians	Jane Bovalino, Superintendent	Online Survey	6/15/2020	6/17/2020

Health and Safety Plan Summary: Rochester Area School District

Anticipated Launch Date: July 21, 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>Increased use of PPE required (masks, gloves, face-shields)</p> <p>Increase Social Distancing & Hygiene Practices</p> <p>The district will follow the CDC's Guidance for Cleaning & Disinfecting Schools</p> <p>Clean and disinfect frequently touched surfaces and objects within the school and on buses at least daily, including door handles, sink handles, and drinking fountains.</p> <p>Steps will be taken to limit the use of communal drinking fountains and provide safe alternatives for providing water when possible.</p> <p>Implement and Supervise the cleaning schedules for custodial and maintenance staff.</p> <p>Monitor and increase, as appropriate, ventilation rates throughout the buildings.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<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>Schedules should be as static as possible by having the same group of students with the same group of staff based on age and developmental level.</p>

*** 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**

Restrict interactions between groups of students

Limit the number of individuals in a classroom or other space.

Limit gatherings, events and extracurricular activities to those that can maintain social distancing.

Hold classes in gyms, auditoriums, other large spaces, or outdoors when possible.

Turn desks facing the same direction or have students only sit on one side of the table, spaced apart.

Students will be encouraged to use hand sanitizer and/or proper hand washing techniques throughout the day and when consuming food or beverages.

Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.

Meal condiments will be limited and provided to students on the serving trays.

Students will not be permitted to serve themselves for items such as fruit and or vegetable selections. Staff will serve students all meal components.

Student dining areas and cafeteria serving areas will be thoroughly cleaned between lunch periods.

All staff will be trained on healthy hygiene practices so they can teach these to students.

Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.

	<p>Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.</p> <p>Post CDC signage in all District Cafeterias and Restrooms and other high traffic areas.</p>
<p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p> <p>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <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>Other social distancing and safety practices</p>	<p>Restrict nonessential visitors, volunteers, and activities that involve other groups.</p> <p>No outside individuals/groups are permitted to rent District facilities. This will be re-evaluated in August.</p> <p>Limit large group activities such as extracurriculars in accordance with current guidance from the CDC, DOH, PDE, and associated agencies.</p> <p>Ensure all large group activities including, but not limited to assemblies, concerts, and theater shows follow social distancing guidelines.</p> <p>Physical Education</p> <p>Select and provide safe opportunities for exercise and sports events for students. Consider;</p> <ul style="list-style-type: none"> ● Physical proximity of players ● Amount of touching of shared equipment ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of team. <p>Train teachers, coaches, officials, and staff on all safety protocols.</p> <p>Recess</p> <p>Limit to one group of students, following social distancing guidelines, using playground structures at a time.</p>

Ensure adequate playground equipment (balls, jump ropes, etc.) to limit the sharing of items or limit to one group of students at a time and disinfect between uses.

Limit team sports and group games following social distancing guidelines.

Follow Covid-19 Instrument Cleaning Policies. Teachers will provide students instruction on these cleaning policies prior to resuming instrumental music lessons or classes.

Select and provide safe opportunities for music instruction for students. Consider;

- Physical proximity of students.
- Use of appropriate facilities to accommodate social distancing.
- Amount of touching of shared equipment.
- Ability to engage in social distancing while not engaged in active play.
- Engagement of players at higher risk.
- Size of group.

Clean and disinfect shared items between uses

Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or other areas.

Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit to one group of students at a time and disinfect in between use.

- Textbooks that are shared
- Technology
- Art Supplies
- PE Equipment

Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.

Create one-way traffic patterns in hallways.

Separate students within common areas to the extent feasible and for large gathering times such as, but not limited to, arrival, dismissal, cafeteria, etc.

Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held.

Routes will be developed as they normally would pay particular attention to balancing student ridership.

Students may wear masks on the bus based on the guidelines from the PDE on June 24, 2020. They will also be encouraged to sit apart from other students with no more than two (2) students to a seat.

Extracurricular and Educational field trips will be limited.

Roof hatches and windows will be opened whenever possible to allow for the best ventilation.

School buses and vehicles will be disinfected nightly, at minimum.

To the extent feasible, students should be socially distanced six feet apart pursuant to CDC and PDE guidelines. If six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible.

Identify small groups and keep them together (classes or “pods”).

Ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff (all day for young children, as much as possible for older children).

Limit mixing between groups if possible.

Monitoring Student and Staff Health

Requirement(s)

Strategies, Policies and Procedures

*** Monitoring students and staff for symptoms and history of exposure**

Symptom screening will be done by all parents/guardians at home each morning before the school day.

*** Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure**

No children with symptoms will be sent on a bus or brought to school.

All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill.

*** Returning isolated or quarantined staff, students, or visitors to school**

Temperature screening will not be required upon entrance to school for students or staff.

Students and staff will consistently be made aware of the signs and symptoms of COVID-19.

Students and staff will go to the nurse immediately if feeling symptomatic.

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

The District will share resources with the school community to help families understand when to keep children home.

Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms.

School and County Nurses are working collaboratively to develop guidelines, guidance, and share resources for the handling of students who are ill and to provide information to parents on new school requirements for children who are ill.

Persons who have COVID-19 or who have symptoms and were directed by their healthcare provider to care for themselves at home may discontinue isolation under the following conditions:

10 days from the onset of symptoms.

OR

Resolution of fever without the use of fever-reducing medications for the previous 72 hours.

AND

Improvement in respiratory symptoms (e.g., cough, shortness of breath)

The District will utilize our website, specifically the Coronavirus page, email system, School Messenger mass communication system, and social media to share updates regarding our status and plans.

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Protecting students and staff at higher risk for severe illness * Use of face coverings (masks or face shields) by all staff * Use of face coverings (masks or face shields) by older students (as appropriate) * Unique safety protocols for students with complex needs or other vulnerable individuals * Strategic deployment of staff 	<p>A variety of leave options are available to employees including: FFCRA, FMLA, paid illness leave, sabbatical leave, and optional leaves of absences.</p> <p>School buildings will work closely with families of children who may be at high risk, or have a family member at high risk, in order to determine the most appropriate educational setting for them and how to meet their needs, per their doctor's guidance.</p> <p>Employees will receive education on steps to take to minimize risk.</p> <p>Signage will be displayed at all building entrances asking visitors to complete a self-health check prior to entering school buildings.</p> <p>Faculty and staff are encouraged to wear face masks/face coverings when working in close proximity to others (within 6 feet) or in communal areas. Any faculty and staff member who is exhibiting any COVID-19 symptom is required to wear a face mask/face covering until he/she can return home. Faculty and staff are required to wear face mask/face coverings when they are working with students who have any COVID-19 symptom. Any student who is exhibiting any COVID-19 symptom is required to wear a face mask/face covering until he/she can return home.</p> <p>Non-essential visitors will not be permitted into the buildings.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Rochester Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 20, 2020**.

The plan was approved by a vote of:

6 Yes
2 No

Affirmed on: **July 20, 2020**

By:



Marian R. Acon

*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.