

RIDGWAY AREA SCHOOL DISTRICT

School Reopening Health and Safety Plan

Board Approved – August 11, 2020

Revised and Board Approval – September 8, 2020

Revised and Board Approved – November 10, 2020



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

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

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RESOURCES: 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. Pennsylvania

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*Department of Education, Pennsylvania Department of Health, Bucks County Health
Department Reopening Guidelines for Schools.*

Health and Safety Plan: Ridgway 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 instruction in in person to the extent feasible. All school operations must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The Governor's Office, and Pennsylvania Departments of Health (PA-DOH) and Education (PDE) have categorized PA public school re-opening into three specific phases based on two standard public health metrics for the county, incidence rate and percent test positivity (PCR) ("Determining Instructional Models During the COVID-19 Pandemic – Recommendations for Pre-K to 12 Schools issued 08-10-2020):

LOW LEVEL OF COMMUNITY TRANSMISSION:

- <10 INCIDENCE RATES PER 100,000 RESIDENCE WITHIN THE MOST RECENT 7 DAYS AND <5% PCR POSITIVITY IN THE MOST RECENT 7 DAYS.
- FULL IN-PERSON INSTRUCTION OR BLENDED LEARNING
- Extra-curricular and PIAA participation

MODERATE LEVEL OF COMMUNITY TRANSMISSION:

- 10 TO <100 INCIDENCE RATES PER 100,000 RESIDENCES WITHIN THE MOST RECENT 7 DAYS OR 5% TO <10% PCR POSITIVITY RATE IN THE MOST RECENT 7 DAYS
- BLENDED LEARNING MODEL OR FULL REMOTE LEARNING MODEL
- Extra-curricular and PIAA participation

SUBSTANTIAL LEVEL OF COMMUNITY TRANSMISSION:

- ≥ 100 INCIDENCE RATES PER 100,000 RESIDENCES WITHIN THE MOT RECENT 7 DAYS OR $\geq 10\%$ PCR POSITIVITY RATE IN THE MOST RECENT 7 DAYS

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- FULL REMOTE LEARNING MODEL
- No extra-curricular or PIAA participation

INSTRUCTIONAL MODEL DESCRIPTIONS:

Full In-Person Model: schools open each day with in-person instruction for all students (with some students/staff in a remote setting as health and safety concerns require).

Blended (Hybrid) learning Model: any model in which the number of students in a building is reduced to allow for social distancing of 6ft. (split schedules, schedules that rotate by week, or similar approaches; scaffolded approaches that may treat grade levels different.

Full Remote Learning: any model which all students engage in all learning remotely.

Through consultation with PDE, PA DOH, the Rapid Response Center, and local medical providers, a county's corresponding level of community spread as designated by PA DOH and PDE; the local community level of spread (by zip code) and school based COVID 19 metrics will drive the instructional delivery model implementation. Instructional model implementation is subject to change from week to week during the course of the school year. When a county is in "substantial" the PA DOH, epidemiologists, and PDE provide direct consultation with the school districts within the county regarding COVID 19 data.

PDE and PA DOH will provide guidance, but have stated that the transition for instructional models is a local decision. It is recommended by PDE that districts pause on adjusting the instructional delivery model until the next 7 days reporting period, giving staff, students, families the opportunity to prepare for a possible change to the instructional delivery model. Based on Elk County's designation which will be assessed daily and weekly and the best interests of our local community, staff and students, RASD will indicate which type of reopening we have selected by checking the appropriate box in row three of the table below. The remainder of the template will document RASD's plan for teaching and learning, how we will communicate the type of reopening with stakeholders in our 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)

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designating the county as being in the red, Moderate, or Low phase. Some counties may not experience a straight path from a red designation, to a Moderate, and then a Low 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?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

INTRODUCTION:

The global COVID 19 pandemic resulted in the Governor's order to close schools on March 13, 2020. These conditions presented Pennsylvania public schools with significant instructional and extracurricular challenges related to the health, safety, and welfare of students, staff, and communities. At this time, the RASD Administration and Board believe it is critical to balance the risk of infection and the transmission of COVID 19 in children and staff, against the adverse impact of school closure on the physical and mental health and wellbeing of the staff, students, families and the community. Based on current evidence and experience, the Board and Administration believe children and staff can return to school in a manner that maximizes social, emotional, and academic achievement/growth, while mitigating the health risks associated with COVID 19. While not eliminating risk of exposure completely, by following the PA Department of Health, PA Department of Education, and CDC's guidance and orders, the District does believe that the strategies set forth in this plan will serve to mitigate those risks to the greatest extent possible.

PURPOSE OF HEALTH AND SAFETY PLAN:

Consistent with the RASD Board's goal of "continuing to building a culture of safety and support for all students and staff" RASD will seek to develop plans and protocols to ensure the health, safety, and welfare of students, staff and our community. Based upon stakeholder survey data from staff and parents/guardians and consistent with the RASD Board's goal of "providing learning opportunities to meet the needs of a diverse population", RASD has established instructional delivery models that will allow the District staff to continue providing the most meaningful and engaging instruction and assessment possible given the unique

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circumstances. Finally, given consideration of the Board's goal of "continuing to build a trusted relationship with all stakeholders", RASD will engage in full transparency with all stakeholders throughout these unprecedented times, giving staff, students, parent/guardians, and the community critical information to make informed decisions that best meet their needs.

The Ridgway Area School District's Health and Safety Plan is designed for implementation in Pennsylvania's "Low" and "Moderate" phases which indicates a "low level community prevalence to moderate level community prevalence" of COVID 19. The Ridgway Area School District will implement all strategies and recommendations to the extent feasible and appropriate given the unique setting of a school environment.

This plan was developed using the information currently available from the Pennsylvania Department of Education (PDE), Pennsylvania Department of Health (DOH), Centers for Disease Control (CDC), the World Health Organization (WHO), and Federal/State/Local Governments. No single source of information has given clear indication of "best practices" for re-engaging students and staff within the school environment. There has been significant, contradictory information and practices presented across sources of information and state agencies. There has been a great deal of ambiguous information. The information to school districts from state agencies has been less than timely. The RASD Health and Safety Plan reflects the stakeholders' compilation of best practices and best professional judgement. This plan is a "living" document that will be modified based upon the changing data and conditions within the local county, community, school district, and school buildings. Due to the need to have the plan Board approved, changes may occur between Board meetings, based on the professional discretion of the administration and the local data. Changes will be brought before the Board for approval at the next monthly regular school board meeting.

Stakeholder engagement for plan development included:

- Input from the District reopening committee has continued to be gathered since May of 2019. The committee is comprised of administrators, faculty and staff. The committee reviewed and analyzed various resources as they became available in preparation for contributing to the development of the District Health and Safety Plan.
- Input from multiple data sources including but not limited to surveys completed by District parents/guardians (June 23-26; July 27-29 2020) and District staff (June 23-26, 2020). By understanding the needs of parents/guardians and staff, the administration is better prepared to develop a plan that meets the needs of our most important stakeholders – students, staff, families, and the community.
- The Pandemic Crisis Response Team convened on June 25, 2020 and June 30, 2020 to review and revise the plan.

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- The administration will regularly review all local and state public health information; state and Federal orders; PDE mandates and recommendations; and CDC/WHO guidance. The Plan is subject to revision based on changing conditions and/or changing guidelines from the authorities.

The scope of the Plan covers students, staff, and visitors at the Francis S. Grandinetti Elementary School (FSG) and the Ridgway Middle/High School; during the regular school day and while in attendance at extracurricular activities and events on school property or sponsored by the District (as permitted). In addition, the Plan will incorporate a two additional plans to address PIAA Athletics (Appendix B) and a sub plan to address Extended School Year (ESY) (Appendix C).

The RASD Health and Safety Plan requires Board approval. Pending approval, the Plan will be submitted to the Pennsylvania Department of Education (PDE) and posted to the District website. The District will develop an informational campaign using various web and social media resources and virtual meetings to inform parents, students and staff about the Health and Safety.

- ☒ Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern). RASD will give parents/guardians three instructional models to choose from for the start of the 20-21 school year: in person instruction; R-Learning (synchronous/asynchronous live feed/virtual learning); and Elker Academy (An asynchronous cyber option utilizing the resources of Educere Curriculum and Instructors).
- ☒ 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).
- X 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). RASD will use total remote learning in the event that the community experiences a substantial prevalence of COVID 19 transmission.

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November 11, 2020 Update

Transition to full remote learning for RMHS occurred on Thursday, October 29, 2020 for the week of Monday, November 2, 2020-Friday, November 6, 2020. Full remote learning per PDE/PA DOH guidelines resulted from 4 positive cases in the school setting across RMHS and 125 staff/students were quarantined. After consultation with PA DOH and local providers, there are no current investigations into COVID 19 cases for Ridgway Schools. RMHS will resume in person instruction on November 9, 2020.

Anticipated implementation date for in-person learning:

Tuesday, September 8, 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)
Heather McMahon-Vargas	Superintendent	Pandemic Coordinator; Plan Development; Pandemic Crisis Response Team
Aimee Kemick	RASD Board President	Health and Safety Plan Development
Donna Sidelinger	Business Manager	Health and Safety Plan Development; Pandemic Crisis Response Team
James Delhunty	Director of Buildings and Grounds	Health and Safety Plan Development; Pandemic Crisis Response Team
Thomas Podpora	Middle-High School Principal	Health and Safety Plan Development; Pandemic Crisis Response Team

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Shawn Hofmann	Middle-High School Assistant Principal	Health and Safety Plan Development; Pandemic Crisis Response Team
Pam Yeager	Elementary Principal	Health and Safety Plan Development; Pandemic Crisis Response Team
Erica Heindl	Supervisor of Special Education	Health and Safety Plan Development; Pandemic Crisis Response Team
Amy Finn	School Psychologist	Health and Safety Plan Development
Roben Dagher	FSG Counselor	Health and Safety Plan Development
Patricia Schaut	RMS/RHS Counselor	Health and Safety Plan Development
Michael Ames	RATA President/6 th Grade Teacher	Health and Safety Plan Development
Theresa O'Hara	RATA Building Rep/1 st Grade Teacher	Health and Safety Plan Development
Laura Lynch	RAESPA President/M-H Secretary	Health and Safety Plan Development
Heidi Stark	RAESPA President/Paraprofessional	Health and Safety Plan Development
Mark Heindl	Head Coach/8 th Grade Teacher	Health and Safety Plan Development
Theresa Morley-Palmer	Band Director/k-12 Music Teacher	Health and Safety Plan Development
Luann Dybowski	Elementary Nurse	Health and Safety Plan Development; Pandemic Crisis Response Team
Tabitha Muth	Middle-High Nurse	Health and Safety Plan Development; Pandemic Crisis Response Team
Meghan Handley	PA Penn Highlands/Parent	Health and Safety Plan Development
Richard Muccio	Owner Muccio Transportation LLC	Health and Safety Plan Development
Dorothy Decarli	Parent of High School Students	Health and Safety Plan Development
Sandy Lawrie	Parent of Elementary Student/Board Member	Health and Safety Plan Development

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Mike Gerg	Parent of Middle School Student	Health and Safety Plan Development

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 Moderate Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in Moderate. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Low Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as Low. If implementation of the requirement will be the same regardless of county designation, then type "same as Moderate" 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.

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- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

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

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

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

Summary of Responses to Key Questions:

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Requirements	Action Steps under Moderate Level of Community Spread	Action Steps under Low Level Community Spread	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><i>*Frequently touched surfaces and objects within the school and on school buses including but not limited to door handles, sink handles, print stations, copiers and bottle filling stations will be cleaned/sanitized/disinfected at least two to three times each day in student/staff occupied areas.</i></p> <p><i>*All high touch surfaces (including but not limited to fountains, paper towel dispensers, soap dispenses, and restroom flushing mechanisms) will be converted to touchless surfaces to limit surface exposure and contact.</i></p> <p><i>*All drinking fountains in classrooms and hallways have been shut off and sealed. Students will be provided with clear/capped waters bottles and have access to water bottle filling stations at both the elementary and secondary campuses. There are hand sanitizing dispensers located at each bottle filler. Individuals</i></p>	<p><i>*Frequently touched surfaces and objects within the school and on school buses including but not limited to door handles, sink handles, print stations, copiers, and bottle filling stations will be cleaned/sanitized/disinfected at least two to three times each day in student/staff occupied areas.</i></p> <p><i>*All high touch surfaces (including but not limited to fountains, paper towel dispensers, soap dispenses, and restroom flushing mechanisms) will be converted to touchless surfaces to limit surface exposure and contact.</i></p> <p><i>*All drinking fountains in classrooms and hallways have been shut off and sealed. Students will be provided with clear/capped waters bottles and have access to water bottle filling stations at both the elementary and secondary campuses. There are hand sanitizing dispensers located at each bottle filler. Individuals</i></p>	<p><i>Jim Delhunty, Director of Buildings and Grounds</i></p> <p><i>Building administration/ supervisors.</i></p> <p><i>Classroom teachers and paraprofessional support.</i></p> <p><i>Custodians</i></p> <p><i>Students</i></p>	<p><i>*Cleaning Supplies</i></p> <p><i>*Disinfecting wipes, spray bottles, paper towels.</i></p> <p><i>*electrostatic fogger</i></p> <p><i>*Develop template for cleaning protocol</i></p> <p><i>*signage</i></p>	<p>Y</p>
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	<p><i>must hand sanitize prior to filling their water bottles.</i></p> <p><i>*Hand sanitizing stations are available in each classroom and throughout the common spaces (hallways, cafeteria, auditorium, library).</i></p> <p><i>Electrostatic foggers may be used to disinfect spaces and school buses suspected in illness/germs.</i></p> <p><i>*Cleaning supplies (disinfectant wipes, paper towels), will be available to all students/staff in all learning spaces, at all times to maintain consistent cleanliness in all learning spaces, student desks.</i></p> <p><i>The custodial staff will use disinfecting solutions during non-instructional hours. The use of such materials requires special training which all District custodial/maintenance staff participate in during the summer months.</i></p> <p><i>*Laptops/Desktops/Chrome-books will be wiped down by</i></p>	<p><i>must hand sanitize prior to filling their water bottles.</i></p> <p><i>*Hand sanitizing stations are available in each classroom and throughout the common spaces (hallways, cafeteria, auditorium, library).</i></p> <p><i>Electrostatic foggers may be used to disinfect spaces and school buses suspected in illness/germs.</i></p> <p><i>*Cleaning supplies (disinfectant wipes, paper towels), will be available to all students/staff in all learning spaces, at all times to maintain consistent cleanliness in all learning spaces, student desks.</i></p> <p><i>The custodial staff will use disinfecting solutions during non-instructional hours. The use of such materials requires special training which all District custodial/maintenance staff participate in during the summer months.</i></p> <p><i>*Laptops/Desktops/Chrome-books will be wiped down by</i></p>			
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Requirements	Action Steps under Moderate Level of Community Spread	Action Steps under Low Level Community Spread	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p><i>each student immediately after personal use.</i></p> <p><i>*Additional part-time custodial subs have been temporarily hired to provide additional cleaning and disinfecting during instructional and non-instructional hours.</i></p> <p><i>*Intensified cleaning on 2nd shift will focus on disinfecting of high traffic and learning spaces and student desks.</i></p> <p><i>*Signage will be distributed throughout all buildings that reflect the following: face coverings/shield, social distancing, hygiene practices.</i></p>	<p><i>each student immediately after personal use.</i></p> <p><i>*Additional part-time custodial subs have been temporarily hired to provide additional cleaning and disinfecting during instructional and non-instructional hours</i></p> <p><i>*Intensified cleaning on 2nd shift will focus on disinfecting of high traffic and learning spaces and student desks.</i></p> <p><i>*Signage will be distributed throughout all buildings that reflect the following: face coverings/shield, social distancing, hygiene practices.</i></p>			

<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p><i>*To increase circulation windows and doors will remain open when possible at the middle-high building and the dampening systems will be electronically controlled to maximize ventilation at FSG.</i></p> <p><i>*These strategies will be weather dependent. In spring/summer/fall – FSG dampening will be maximized at 70% and in late fall/winter/early spring dampening may be closed to 10%.</i></p> <p><i>*Students and staff will be informed that due to the District's efforts to maintain maximum ventilation, individuals should be prepared with additional sweaters/sweatshirts/hoodies to assure their personal comfort levels with being cool/warm.</i></p>	<p><i>*To increase circulation windows and doors will remain open when possible at the middle-high building and the dampening systems will be electronically controlled to maximize ventilation at FSG.</i></p> <p><i>*These strategies will be weather dependent. In spring/summer/fall – FSG dampening will be maximized at 70% and in late fall/winter/early spring dampening may be closed to 10%.</i></p> <p><i>*Students and staff will be informed that due to the District's efforts to maintain maximum ventilation, individuals should be prepared with additional sweaters/sweatshirts/hoodies to assure their personal comfort levels with being cool/warm.</i></p>	<p><i>Jim Delhanty, Director of Buildings and Grounds</i></p> <p><i>Building Principals</i></p> <p><i>Classroom Teachers</i></p> <p><i>Custodians</i></p>	<p><i>*Purchase fans, air purifiers, dehumidifiers if appropriate.</i></p>	<p>Y</p>
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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:

Revised for 09-08-2020; revised 11-10-2020

Requirements	Action Steps under Moderate Phase	Action Steps under Low 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><i>Administrators will design master and bell schedules that:</i></p> <p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (library, faculty meetings, board meetings, etc.) during school hours and after school hours.</i></p> <p><i>*Maintain a capacity of not more than 25 participants in indoor spaces for non-instructional activities in libraries, gymnasium and cafeterias for after school events.</i></p> <p><i>*utilize consistent cohort group model for k-8 to the extent feasible; a consistent cohort group model is not feasible at high school given the nature of schedules and instruction – however block scheduling will naturally reduce the transitions that would occur otherwise in an 8 period day schedule; every effort will be made to ensure the fewest number of</i></p>	<p><i>Administrators will design master and bell schedules that:</i></p> <p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (library, faculty meetings, board meetings, etc.) during school hours and after school hours.</i></p> <p><i>*Maintain a capacity of not more than 25 participants in indoor spaces for non-instructional activities in libraries, gymnasium and cafeterias for after school events.</i></p> <p><i>*utilize consistent cohort group model for k-8 to the extent feasible; a consistent cohort group model is not feasible at high school given the nature of schedules and instruction - however block scheduling will naturally reduce the transitions that would occur otherwise in an 8 period day schedule; every effort will be made to ensure the fewest number of</i></p>	<p><i>Principal</i></p> <p><i>Teacher</i></p> <p><i>Paraprofessionals</i></p>	<p><i>Pool noodle</i></p> <p><i>Desk dividers</i></p> <p><i>Marked spaces on floor, wall with dots/visuals.</i></p>	<p><i>N</i></p>
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	<p><i>students possible per class/section as feasible.</i></p> <p><i>*Some “special/electives” not suited to classroom space may be held in an alternate space (e.g. pe, library and computer) provided that the space can have additional cleaning done by custodial staff between cohort group use</i></p> <p><i>*Limit cafeteria use by reducing the # of students who are able to eat in the cafeteria at a given time period; incorporating outdoor seating when feasible; or students will be signed a rotation between the cafeteria, classroom and outdoor space. Doing so will further maximize cafeteria use Socially distance seating a minimum of 6ft between each student when possible; students will sit on the same side of the table facing in the same direction (middle/high)</i></p> <p><i>*Minimize transitions to the extent feasible and staggering transitions between classes. Implement directional signage</i></p>	<p><i>students possible per class/section as feasible.</i></p> <p><i>*Some “special/electives” not suited to classroom space may be held in an alternate space (e.g. pe, library and computer) provided that the space can have additional cleaning done by custodial staff between cohort group use</i></p> <p><i>Cafeteria use with 6ft of social distance; dining space may be expanded to outdoors, gymnasiums and/or auditoriums/libraries. *maximize cafeteria use Socially distance seating a minimum of 6ft between each student when possible; students will sit on the same side of the table facing in the same direction (middle/high)</i></p> <p><i>*Minimize transitions to the extent feasible and staggering transitions between classes. Implement directional signage when transitioning. Modify locker access times to limit the number of students going to their lockers at one time.</i></p>			
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	<p><i>when transitioning. Modify locker access times to limit the number of students going to their lockers at one time.</i></p> <p><i>*Instead of cohort classes from k-8 transitioning for specials, the teacher will transition to the cohort's classroom, this will require the implementation of an "art on a cart" approach and the classroom teacher will have to engage in prep in a different location.</i></p> <p><i>*Recess in cohort classroom only at the elementary level. Instructors will design learning spaces that respect the following:</i></p> <p><i>*Excess materials will be removed from classrooms to create more seating space for students to ensure 6ft of social distancing as feasible.</i></p> <p><i>*Excessive decorative materials will be reduced to the extent feasible, in order to minimize the surface exposure</i></p>	<p><i>*Instead of cohort classes from k-8 transitioning for specials, the teacher will transition to the cohort's classroom, this will require the implementation of an "art on a cart" approach and the classroom teacher will have to engage in prep in a different location.</i></p> <p><i>*Schedule outdoor recess strategically in cohort groups: playground, fields, gym, classroom. One class per time slot, using activities that promote social distances. Staff designed recess stations to promote social distancing. Instructors will design learning spaces that respect the following:</i></p> <p><i>*Excess materials will be removed from classrooms to create more seating space for students to ensure 6ft of social distancing as feasible.</i></p> <p><i>*Excessive decorative materials will be reduced to the extent feasible, in order to</i></p>			
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Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p><i>to the virus and the surface areas that need to be cleaned.</i></p> <p><i>*Social Distances of 6 feet between student desks/seating. Enforce social distancing practices to the maximum extent feasible and appropriate</i></p> <p><i>*All desks will face in the same direction and students will sit on only one side of tables, spaced apart; no small group Instruction</i></p> <p><i>*As a temporary provision, in accordance with school code, the Administration may recommend to the Board an alternative/modified schedule for approval as a temporary provision to ensure maintenance of subsidy.</i></p>	<p><i>minimize the surface exposure to the virus and the surface areas that need to be cleaned.</i></p> <p><i>*Social Distances of 6 feet between student desks/seating. Enforce social distancing practices to the maximum extent feasible and appropriate</i></p> <p><i>*All desks will face in the same direction and students will sit on only one side of tables, spaced apart and wearing face coverings/shields/use of plexi glass dividers for small group instruction may be available in some classes; under such circumstances face coverings would not be required. .</i></p>			

<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p><i>*no in person assemblies/field trips etc.; virtual assemblies may be held</i></p> <p><i>*Individually packaged snacks will be served when snacks are part of the classroom routine</i></p> <p>CAFETERIA</p> <p><i>*Limit cafeteria use by reducing the # of students who are able to eat in the cafeteria at a given time period (rotating schedule); incorporating outdoor seating when feasible. Socially distance seating a minimum of 6ft per student when possible; students will sit on the same side of the table facing in the same direction (middle/high) Additional overflow seating for lunches may include gym, auditorium and library.</i></p> <p><i>*All food services stations and cashiers will have plexi glass partitions.</i></p> <p><i>*All food, utensils and condiments will be handed to students.</i></p>	<p><i>*no large group (greater than 25) assembly's/field trips etc.</i></p> <p><i>*Individually packaged snacks will be served when snacks are part of the classroom routine</i></p> <p>CAFETERIA</p> <p><i>*Maximize cafeteria use by incorporating outdoor seating when feasible. Socially distance seating a minimum of 6 ft. for students when possible; students will sit on the same side of the table facing in the same direction (middle/high). Additional overflow seating for lunches may include gym, auditorium and library.</i></p> <p><i>*All food services stations and cashiers will have plexi glass partitions.</i></p> <p><i>*All food, utensils and condiments will be handed to students.</i></p>	<p>Principal</p> <p>Teacher</p> <p>Paraprofessionals</p> <p>Students</p> <p>Custodians</p> <p>Bus Drivers</p>	<p><i>*Free/Reduced Lunch Applications as students and staff are no longer able to prepare lunch</i></p> <p><i>*Purchase of snacks for K, ES, LSS, Autistic Support.</i></p>	<p>N</p>
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	<p><i>*Minimize the number of stations; eliminate buffet style/self-serve bars.</i></p> <p><i>*FSG k-2 will be served breakfast in the cafeteria; grades 3-5 will eat breakfast in their classrooms.</i></p> <p><i>*MSHS - Provide all grab and goes for breakfast; utilize breakfast cart for distribution. Cafeteria will not be open for sit down breakfast service.</i></p> <p><i>Visual markings will indicate 6ft distances for students standing in the food service lines.</i></p> <p><i>*Student must verbalize pin to staff. Staff will enter student pin.</i></p> <p><i>.</i></p> <p><i>*Alternative lunch service will be provided for eating in the classroom.</i></p> <p><i>*Sharing of food and utensils will be prohibited</i></p>	<p><i>*Groups entering will be staggered to minimize contacts.</i></p> <p><i>*FSG k-2 will be served breakfast in the cafeteria; grades 3-5 will eat breakfast in their classrooms.</i></p> <p><i>*MSHS - Provide all grab and goes for breakfast; utilize breakfast cart for distribution. Cafeteria will not be open for sit down breakfast service.</i></p> <p><i>*Visual markings will indicate 6ft distances for students standing in the food service lines.</i></p> <p><i>*Minimize the number of stations; eliminate buffet style/self-serve bars.</i></p> <p><i>*Student must verbalize pin to staff. Staff will enter student pin.</i></p> <p><i>*Sharing of food and utensils will be prohibited</i></p>			
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	<p><i>*Desks/tables will be cleaned and sanitized before and after eating,</i></p> <p><i>*Hand washing protocols will be in place and reinforced by staff.</i></p> <p><i>*If in moderate level of transmission students will eat in their classrooms</i></p> <p>BUS: <i>*Students will use hand sanitizer prior to boarding the bus.</i></p> <p><i>*The wearing of face coverings is required for all individuals riding on a school bus. Disposable face coverings will be provided by the District for students to wear if they board the bus without a face covering. Students who refuse should be transported and</i></p>	<p><i>*Desks/tables will be cleaned and sanitized before and after eating.</i></p> <p><i>*Hand washing protocols will be in place and reinforced by staff.</i></p> <p><i>*Lunch room spaces may be used in low level transmission if social distancing and cleaning protocols can be adhered to;</i></p> <p><i>*Schedule outdoor recess strategically in cohort groups: playground, fields, gym, classroom.</i></p> <p>BUS: <i>*Students will use hand sanitizer prior to boarding the bus.</i></p> <p><i>*The wearing of face coverings is required for all individuals riding on a school bus. Disposable face coverings will be provided by the District for students to wear if they board the bus without a face covering. Students who refuse should be transported and</i></p>			
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Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p><i>referred to the building administration immediately.</i></p> <p><i>*Weather permitting, bus windows will be down to promote increased ventilation.</i></p> <p><i>*Students will board buses – first on fills the bus from the back to the front. Students will sit in the same seat every day</i></p> <p><i>*Members of the same family should be seated together when feasible.</i></p> <p>.</p>	<p><i>referred to the building administration immediately.</i></p> <p><i>*Weather permitting, bus windows will be down to promote increased ventilation.</i></p> <p><i>*Students will board buses – first on fills the bus from the back to the front. Students will sit in the same seat every day.</i></p> <p><i>*Members of the same family should be seated together when feasible.</i></p>			

<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p><i>*Instructional time will be used regularly to engage in the teaching and reinforcement of health and hygiene practices, routines from washing hands, to restroom use, to transitioning in the hallways, and cleaning personal materials and supplies.</i></p> <p><i>*CDC handwashing posters and videos will be reviewed and posted throughout classrooms and program areas. Proper handwashing techniques will be demonstrated, role played, and practiced. Frequent handwashing breaks will be provided along with hand sanitation. Students will also be taught and practice the most appropriate ways for covering coughs and sneezes</i></p> <p><i>*Adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, and tissues will be provided</i></p>	<p><i>*Instructional time will be used regularly to engage in the teaching and reinforcement of health and hygiene practices, routines from washing hands, to restroom use, to transitioning in the hallways, and cleaning personal materials and supplies.</i></p> <p><i>*CDC handwashing posters and videos will be reviewed and posted throughout classrooms and program areas. Proper handwashing techniques will be demonstrated, role played, and practiced. Frequent handwashing breaks will be provided along with hand sanitation. Students will also be taught and practice the most appropriate ways for covering coughs and sneezes</i></p> <p><i>*Adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, and tissues will be provided.</i></p>	<p>Principal</p> <p>Teacher</p> <p>Paraprofessionals</p> <p>Students</p>	<p><i>*Cleaning Supplies</i> <i>-hand sanitizer</i> <i>-paper towels</i> <i>-tissues</i> <i>-soap</i></p> <p><i>*Lessons development prior to school starting</i></p> <p><i>*Handwashing developed as part of schedule and routine</i></p>	<p>Y</p>
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Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<i>* Students and staff will make every effort to socially distances, face coverings must be worn at all times by staff and students. and students/staff will wash hands regularly.</i>	<i>*Students and staff will make every effort to socially distances, face coverings must be worn at all times by staff and students, and students/staff will wash hands regularly.</i>			
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	<i>*Signs, including the digital resources available from CDC, promoting everyday protective measures and descriptions on how to stop the spread of germs will be posted throughout school common areas (entrances, restrooms, etc.) and in classrooms</i> <i>*Information will be included in school handbooks and reviewed with students on a daily basis</i>	<i>*Signs, including the digital resources available from CDC, promoting everyday protective measures and descriptions on how to stop the spread of germs will be posted throughout school common areas (entrances, restrooms, etc.) and in classrooms</i> <i>*Information will be included in school handbooks and reviewed with students on a daily basis</i>	Principal Teacher Paraprofessionals Students	<i>* print and laminate signs prior to school starting</i> <i>*Teacher developed lessons for students to create visual signs and reminders</i>	Y

<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (library, faculty meetings, board meetings, etc.).</i></p> <p><i>*Maintain a capacity of not more than 25 participants in indoor spaces for non-instructional activities in gymnasium and cafeterias for after school events.</i></p> <p><i>*No access/use of school facilities for non-school district related groups.</i></p> <p><i>*Nonessential visitors will not be allowed in the learning space</i></p> <p><i>*All IEP meetings MUST be held via phone conference or virtually</i></p> <p><i>*When the county is in a moderate level of community transmission, itinerant staff may provide related services virtually, be able to maintain a social distance of 6ft, or use a</i></p>	<p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (library, faculty meetings, board meetings, etc.).</i></p> <p><i>*Maintain a capacity of not more than 25 participants in indoor spaces for non-instructional activities in gymnasium and cafeterias for after school events.</i></p> <p><i>*Outside group use of facilities is limited to elementary athletic programs, and community youth sports programs may AND those groups are required to comply with the District's board approved health and safety plan for athletics.</i></p> <p><i>* Any necessary visitors to school (presenters and parents) will be by appointment only and persons visiting will be required to enter the school wearing a face covering/shield and required to participate in a wellness check. Individuals who do not pass the wellness</i></p>	<p>Principal</p> <p>Teacher</p>	<p>Posters</p> <p>Information in Student Handbooks and Newsletters</p>	<p>N</p>
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Revised for 09-08-2020; revised 11-10-2020

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<i>plexi glass divider AND all participants wear a face covering. Ensure the use of handwashing/hygiene practices.</i>	<i>screening will be asked to leave the school.</i> <i>*IEP meetings will be held virtually when possible.</i> <i>*All itinerant services can be provided in person with staff wearing face covering/shields due to close proximity or a plexi glass barrier; the use of handwashing/hygiene practices.</i>			

<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p><i>*PIAA Athletics will follow the Board approved Health and Safety Plan for Athletics.</i></p> <p><i>*playgrounds and outdoor play equipment will not be used.</i></p>	<p><i>*PIAA Athletics will follow the Board approved Health and Safety Plan for Athletics.</i></p> <p><i>*When possible PE will be held outdoors.</i></p> <p><i>*Times of gym and playground use will be staggered, and include individual classroom cohorts and activities that promote social distancing.</i></p> <p><i>*Students will wash hands before and after going to the gym or playground</i></p> <p><i>*Teachers will design low risk activities and games that respect social distancing guidelines.</i></p> <p><i>*All equipment used will be cleaned between class use.</i></p> <p><i>*Individual equipment will be provided when possible and all equipment will be disinfected after each use</i></p> <p><i>*Alternative PE activities offered to reduce social</i></p>	<p>Principal Teacher</p>	<p><i>*Gym and playground equipment for activities</i></p> <p><i>*Lesson development</i></p>	<p>Y</p>
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Revised for 09-08-2020; revised 11-10-2020

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
		<i>distances and the touching of materials by multiple students.</i>			

Limiting the sharing of materials among students	<i>*Grade 5 -12 all students may be assigned a personal locker. Students are not permitted to share locker space.</i>	<i>*Grade 5 -12 all students may be assigned a personal locker. Students are not permitted to share locker space.</i>	Principal Teacher Paraprofessionals Students	<i>*Additional materials and storage containers</i> <i>*Individual instructional supplies for students</i>	N
	<i>*Grades k-5 students supply their own “tool box”; students are not permitted to share daily use items such as pencils, scissors, glue, etc.</i>	<i>*Grades k-5 students supply their own “tool box”; students are not permitted to share daily use items such as pencils, scissors, glue, etc.</i>			
	<i>*Access to available materials will be minimized and materials will be rotated after several weeks to provide unique experiences as feasible.</i>	<i>*Access to available materials will be minimized and materials will be rotated every several weeks to provide unique experiences as feasible.</i>			
	<i>*Student’s belongings such as manipulatives will be individually labeled in bags, containers, cubbies, lockers or other areas separated from others</i>	<i>*Student’s belongings such as manipulatives will be individually labeled in bags, containers, cubbies, lockers or other areas separated from others</i>			
	<i>*Adequate supplies of high touch materials (e.g., textbooks, art supplies, equipment etc.) will be available to minimize sharing as feasible.</i>	<i>*Adequate supplies of high touch materials (e.g., textbooks, art supplies, equipment etc.) will be available to minimize sharing as feasible.</i>			
	<i>*If classroom location is in moderate level of community</i>	<i>*Materials used by one group of students will be cleaned and</i>			

Revised for 09-08-2020; revised 11-10-2020

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<i>transmission, or there is illness within a classroom all material provided will be single use. No sharing of materials will occur</i>	<i>disinfected between use with another group of students as feasible.</i> <i>*For any devices and materials that must be shared, cleaning and disinfecting will occur between uses; it may be the student's personal responsibility to clean the devices they were using.</i>			

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Staggering the use of communal spaces and hallways	<p><i>*Face coverings must be worn during periods of transition.</i></p> <p><i>*A directional traffic pattern will be established in hallways when feasible.</i></p> <p><i>*Specials teachers will report to cohort classroom to deliver instruction.</i></p> <p><i>*Student access to communal spaces such as libraries, cafeterias, computer labs, etc. will be limited in capacity or closed to limit exposure</i></p>	<p><i>*Face coverings must be worn during periods of transition.</i></p> <p><i>*A directional traffic pattern will be established in hallways when feasible.</i></p> <p><i>*Specials teachers will report to cohort classrooms to deliver instruction.</i></p> <p><i>*Some “special/electives” not suited to classroom space may be held in an alternate space (e.g. pe, library and computer) provided that the space can have additional cleaning done by custodial staff between cohort group use.</i></p> <p><i>*Transitions will be staggered when feasible.</i></p>	Principal Teacher	<i>*Schedule staggering times of use for communal spaces</i>	N

<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>BUS:</p> <p><i>*Students will use hand sanitizer prior to boarding the bus.</i></p> <p><i>**The wearing of face coverings is required for all individuals riding on a school bus due to the fact that social distancing cannot be maintained. Disposable face coverings will be provided by the District for students to wear if they board the bus without a face covering. Students who refuse should be transported and referred to the building administration immediately.</i></p> <p><i>*Weather permitting, bus windows will be down to promote increased ventilation.</i></p> <p><i>*Students will board buses – first on fills the bus from the back to the front. Students will sit in the same seat every day.</i></p> <p><i>*Members of the same family should be seated together when feasible.</i></p>	<p>BUS:</p> <p><i>*Students will use hand sanitizer prior to boarding the bus.</i></p> <p><i>*The wearing of face coverings is required for all individuals riding on a school bus due to the fact that social distancing cannot be maintained. Disposable face coverings will be provided by the District for students to wear if they board the bus without a face covering. Students who refuse should be transported and referred to the building administration immediately.</i></p> <p><i>*Weather permitting, bus windows will be down to promote increased ventilation.</i></p> <p><i>*Students will board buses – first on fills the bus from the back to the front. Students will sit in the same seat every day.</i></p> <p><i>*Members of the same family should be seated together when feasible.</i></p>	<p>Principal</p> <p>Teacher</p>		<p>N</p>
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Revised for 09-08-2020; revised 11-10-2020

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)

<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (library, faculty meetings, board meetings, etc.).</i></p> <p><i>*Maintain a capacity of not more than 25 participants in indoor spaces for non-instructional activities in gymnasium and cafeterias for after school events.</i></p> <p><i>*No access/use of school facilities for non-school district related groups.</i></p> <p><i>* Master and bell schedules will reduce the number of students per class and the number of transitions per day to the extent feasible.</i></p> <p><i>*Instructors will design classroom space and instructional delivery to respect social distancing to the extent feasible.</i></p> <p><i>*Volunteers and visitors will be restricted.</i></p>	<p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes, (library, faculty meetings, board meetings, etc.).</i></p> <p><i>*Maintain a capacity of not more than 25 participants in indoor spaces for non-instructional activities in gymnasium and cafeterias for after school events.</i></p> <p><i>*No access/use of school facilities for non-school district related groups.</i></p> <p><i>* Master and bell schedules will reduce the number of students per class and the number of transitions per day to the extent feasible.</i></p> <p><i>*Instructors will design classroom space and instructional delivery to respect social distancing to the extent feasible.</i></p> <p><i>*Volunteers and visitors will be limited to the extent possible.</i></p>	<p>Principal</p> <p>Teacher</p> <p>Paraprofessionals</p>	<p><i>*Schedule</i></p>	<p>N</p>
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Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p><i>*Interactions between groups of students will be as minimal as possible</i></p> <p><i>*Students will remain with their cohort groups in grade k-8.</i></p> <p><i>*The special/elective teacher will rotate into the classroom to reduce transitions and exposure.</i></p> <p><i>*As a temporary provision, in accordance with school code, the Board will pass a resolution for an alternative/modified schedule for approval as a temporary provision to ensure maintenance of subsidy.</i></p>	<p><i>*Interactions between groups of students will be as minimal as possible.</i></p> <p><i>*Students will remain with their cohort groups in grade k-8.</i></p> <p><i>*Transition times will be staggered when feasible.</i></p>			

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	<p><i>*Itinerant staff (related service providers) must provide services virtually.</i></p> <p><i>*YMCA Childcare and Pre-K Counts will follow all SD guidance related to day to day operations.</i></p> <p><i>*The Superintendent and Administration will share the Ridgway Area School District's Health and Safety Plan with all stakeholders, providers, agencies, and community governing bodies.</i></p>	<p><i>*Itinerant staff (related service providers) must follow agency protocol when providing services.</i></p> <p><i>*YMCA Childcare and Pre-K Counts will follow all SD guidance related to day to day operations.</i></p> <p><i>*The Superintendent and Administration will share the Ridgway Area School District's Health and Safety Plan with all stakeholders, providers, agencies, and community governing bodies.</i></p>	<i>Principal</i>	<i>*Knowledge of agency protocols</i>	<i>N</i>

<p>Other social distancing and safety practices</p>	<p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (library, faculty meetings, board meetings, etc.).</i></p> <p><i>*Maintain a capacity of not more than 25 participants in indoor spaces for non-instructional activities in gymnasium and cafeterias for after school events.</i></p> <p><i>*No access/use of school facilities for non-school district related groups.</i></p> <p><i>*If classroom location is in moderate level of community transmission or there is illness within a classroom, the cohort group will remain static and the instructors will rotate into the classroom.</i></p> <p><i>*All IEP meetings will be virtual.</i></p>	<p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (library, faculty meetings, board meetings, etc.).</i></p> <p><i>*Maintain a capacity of not more than 25 participants in indoor spaces for non-instructional activities in gymnasium and cafeterias for after school events.</i></p> <p><i>*No access/use of school facilities for non-school district related groups.</i></p> <p><i>*IEP meetings will continue virtually when possible. When in-person meetings need to be held, social distancing guidelines of at least 6 feet between people will be adhered to the greatest extent possible. All adults attending an IEP meeting must wear a face covering/shield at all times and must participate in wellness checks prior to entering the main school buildings.</i></p>	<p><i>Principal</i></p> <p><i>Supervisor of Special Ed</i></p> <p><i>Teacher</i></p>	<p><i>*Teach staff to use electronic signature program in IEP Writer</i></p>	<p>Y</p>
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Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable 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:

Revised for 09-08-2020; revised 11-10-2020

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
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<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>. STUDENTS:</p> <p><i>*Parents/guardians will self-assess students for symptoms consistent with COVID 19 prior to the student boarding the school bus/coming to school. If a child is exhibiting symptoms, the student MUST STAY HOME, parent/guardian should report students off to the school office and following the CDC guidelines for symptom monitoring. It is recommended the child may return to school after 24 hours of being symptom free without the use of pain relieving medication.</i></p> <p><i>*Students who become ill at school will notify their classroom teacher, and required to report directly to the school nurse's office.</i></p> <p><i>*School nurse will assess for symptoms and respond in accordance with the CDC guidelines.</i></p> <p><i>*School nurse will inform the principal and notify the child's parent/guardian.</i></p>	<p>STUDENTS:</p> <p><i>*Parents/guardians will self-assess students for symptoms consistent with COVID 19 prior to the student boarding the school bus/coming to school. If a child is exhibiting symptoms, the student MUST STAY HOME, parent/guardian should report students off to the school office and following the CDC guidelines for symptom monitoring. It is recommended the child may return to school after 24 hours of being symptom free without the use of pain relieving medication.</i></p> <p><i>*Students who become ill at school will notify their classroom teacher, and required to report directly to the school nurse's office.</i></p> <p><i>*School nurse will assess for symptoms and respond in accordance with the CDC guidelines.</i></p> <p><i>*School nurse will inform the principal and notify the child's parent/guardian.</i></p>	<p>Parent/guardian</p> <p>Students</p> <p>Staff</p> <p>School Nurse</p> <p>Individuals Primary Health Care Provider</p>	<p>Educational information and brochures related to symptom identification/treatment/ and care. (for parents/guardian's/students/staff)</p> <p>Temporal hand held scanners (nurse's office)</p> <p>Masks/shield; gloves (classroom access)</p> <p>Oximeters (nurse's office)</p>	<p>Y</p>
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<p><i>*School nurse will advise parents/guardians of symptom and provide guidance per CDC guidelines related to COVID 19/SB Policy and/or past practice.</i></p> <p><i>*School nurse office will be equipped with isolation areas to keep students who are suspected to have COVID 19 symptoms separated from the general population.</i></p> <p><i>*Students MUST be picked up by parent/guardian emergency contact within 30 minutes of notification.</i></p> <p><i>*School nurse's office will be frequently cleaned and disinfected.</i></p> <p>STAFF <i>*Staff will self-assess for symptoms consistent with COVID 19 prior to coming to work. If a staff member is exhibiting symptoms, STAY HOME, follow your procedures for reporting off and following the CDC guidelines for symptom monitoring. It is</i></p>	<p><i>*School nurse will advise parents/guardians of symptom and provide guidance per CDC guidelines related to COVID 19/SB Policy and/or past practice.</i></p> <p><i>*School nurse office will be equipped with isolation areas to keep students who are suspected to have COVID 19 symptoms separated from the general population.</i></p> <p><i>*Students MUST be picked up by parent/guardian emergency contact within 30 minutes of notification.</i></p> <p><i>*School nurse office will be frequently cleaned and disinfected.</i></p> <p>STAFF <i>*Staff will self-assess for symptoms consistent with COVID 19 prior to coming to work. If a staff member is exhibiting symptoms, STAY HOME, follow your procedures for reporting off and following the CDC guidelines for symptom monitoring. It is</i></p>			
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Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p><i>recommended the staff member may return after 24 hours of being symptom free without the use of pain relieving medication.</i></p> <p><i>*Staff who become ill at school will immediately, notify their principal for coverage, and report to the school nurse's office.</i></p> <p><i>*School nurse will assess for symptoms and respond in accordance with the CDC guidelines.</i></p> <p><i>*Staff member will follow CDC guidelines and contact health care provider as needed.</i></p>	<p><i>recommended the staff member may return after 24 hours of being symptom free without the use of pain relieving medication.</i></p> <p><i>*Staff who become ill at school will immediately notify their principal for coverage, and report to the school nurse's office.</i></p> <p><i>*School nurse will assess for symptoms and respond in accordance with the CDC guidelines.</i></p> <p><i>*Staff member will follow CDC guidelines and contact health care provider as needed.</i></p>			
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	<i>Persons who exhibit symptoms of COVID 19 will remain in isolation in a predetermined location until they are able to leave campus safely.</i>	<i>Persons who exhibit symptoms of COVID 19 will remain in isolation in a predetermined location until they are able to leave campus safely.</i>	School nurse	Isolation space	N

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Returning isolated or quarantined staff, students, or visitors to school	<p><i>It is recommended persons may return after 24 hours of being symptom free without the use of pain relieving medication.</i></p> <p><i>It is required that a person with a positive COVID 19 test result must have a doctor's excuse or a negative test result in order to return to school.</i></p>	<p><i>It is recommended persons may return after 24 hours of being symptom free without the use of pain relieving medication.</i></p> <p><i>It is required that a person with a positive COVID 19 test result must have a doctors excuse or a negative test result in order to return to school</i></p>	<p>Parent/guardian</p> <p>Students</p> <p>Staff</p> <p>School Nurse</p> <p>Individuals Primary Health Care Provider</p>	<p><i>Educational information and brochures related to symptom identification/treatment/ and care. (for parents/guardian's/students/staff)</i></p> <p><i>Temporal hand held scanners (nurse's office)</i></p> <p><i>Masks/shield; gloves (classroom access)</i></p> <p><i>Oximeters (nurse's office)</i></p>	Y

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<i>As feasible and appropriate, all additional school closures and/or changes to the health and safety plan will be disseminated through the following procedures: Global Connect notification (emergency notices); Email (parents, students, staff); regular mail; FB notice redirecting public to District website information and applicable social media and radio announcements.</i>	<i>As feasible and appropriate, all additional school closures and/or changes to the health and safety plan will be disseminated through the following procedures: Global Connect notification (emergency notices); Email (parents, students, staff); regular mail; FB notice redirecting public to District website information and applicable social media and radio announcements.</i>		<i>Public communication resources</i>	<i>N</i>
Other monitoring and screening practices	<i>The school nurses will engage with the medical resources they deem feasible in addition to the PA Department of Health and Elk County Department of Health regarding all information related to COVID 19.</i>	<i>The school nurses will engage with the medical resources they deem feasible in addition to the PA Department of Health and Elk County Department of Health regarding all information related to COVID 19.</i>	<i>School Nurses</i>	<i>Phone/Email</i>	<i>N</i>

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?

Revised for 09-08-2020; revised 11-10-2020

- 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:

Revised for 09-08-2020; revised 11-10-2020

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
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<p>* Protecting students and staff at higher risk for severe illness</p>	<p><i>*R-Learning - An on line learning environment will be available to all students who are not comfortable with in person instruction. This environment shall include and will not be limited to those previously established through the Continuity of Education Plan (Schoology, Zoom, Google Classroom, tiny bit url, online curricular resources); Elker Academy using the Educere Curriculum. The District would also consider hybrid models that promote a flexible schedule. The District will provide instruction in the home for students who are eligible per a doctors written order.</i></p> <p><i>*In preparation for a potential school closure, RASD has purchased a learning management systems. All courses will be built within the learning management system from the start of the school year and used in both in person and R-Learning instructional delivery models.</i></p>	<p><i>*R-Learning - An on line learning environment will be available to all students who are not comfortable with in person instruction. This environment shall include and will not be limited to those previously established through the Continuity of Education Plan (Schoology, Zoom, Google Classroom, tiny bit url, online curricular resources); -, Elker Academy using the Educere Curriculum. The District would also consider hybrid models that promote a flexible schedule. The District will provide instruction in the home for students who are eligible per a doctors written order.</i></p> <p><i>*In preparation for a potential school closure, RASD has purchased a learning management systems. All courses will be built within the learning management system from the start of the school year and used in both in person and R-Learning instructional delivery models.</i></p>	<p>Superintendent</p> <p>Building Principals</p> <p>Supervisor of Special Education</p> <p>School Staff</p> <p>Mark Kuhar, Knox Labor Attorney</p>	<p>Google classroom Zoom Tiny bit url Educere PLATO Online curricular resources</p>	<p>Y</p>
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	<p><i>*All staff have been advised to consult with their physician to identify any PPE or accommodations that may be need due to health concerns. Staff have been advised to share these accommodations with the superintendent. The superintendent will accommodate staff needs to the extent possible and reasonable.</i></p> <p><i>*Staff needs will be addressed on a case by case basis and in accordance with all federal and state guidelines related labor laws. In addition, the District will consult with Mark Kuhar, Labor Attorney as needed.</i></p> <p><i>Parents/guardians (or their designee/childcare providers) are expected to conduct a wellness screening on their child (ren) every morning before school. This includes taking their child's temperature and talking with them about how they are feeling.</i></p>	<p><i>All staff have been advised to consult with their physician to identify any PPE or accommodations that may be need due to health concerns. Staff have been advised to share these accommodations with the superintendent. The superintendent will accommodate staff needs to the extent possible and reasonable.</i></p> <p><i>*Staff needs will be addressed on a case by case basis and in accordance with all federal and state guidelines related labor laws. In addition, the District will consult with Mark Kuhar, Labor Attorney as needed.</i></p> <p><i>Parents/guardians (or their designee/childcare providers) are expected to conduct a wellness screening on their child (ren) every morning before school. This includes taking their child's temperature and talking with them about how they are feeling.</i></p> <p><u><i>For students and staff:</i></u></p>			
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	<p><u>For students and staff:</u></p> <p><u>ONE OR MORE</u> of the following symptoms they MUST stay home: fever (≥ 100.4); cough; shortness of breath, difficulty breathing;</p> <p><u>TWO OR MORE</u> of the following symptoms they MUST stay home: sore throat, runny nose/congestion, chills, new lack of smell or taste, muscle pain, nausea or vomiting, headache, diarrhea.</p> <p>If sick, students/staff can return:</p> <p>NO COVID TESTING: return after 10 days AND 24 hours with no fever reducing medications AND symptoms have improved OR a DOCTOR's note indicating the diagnosis and date of return.</p> <p>NEGATIVE COVID TEST: at least 24 hours with no fever reducing medications AND symptoms have improved OR a</p>	<p><u>ONE OR MORE</u> of the following symptoms they MUST stay home: fever (≥ 100.4); cough; shortness of breath, difficulty breathing;</p> <p><u>TWO OR MORE</u> of the following symptoms they MUST stay home: sore throat, runny nose/congestion, chills, new lack of smell or taste, muscle pain, nausea or vomiting, headache, diarrhea.</p> <p>If sick, students/staff can return:</p> <p>NO COVID TESTING: return after 10 days AND 24 hours with no fever reducing medications AND symptoms have improved OR a DOCTOR's note indicating the diagnosis and date of return.</p> <p>NEGATIVE COVID TEST: at least 24 hours with no fever reducing medications AND symptoms have improved OR a DOCTOR's note indicating the diagnosis and date of return.</p>			
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Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p><i>DOCTOR's note indicating the diagnosis and date of return.</i></p> <p>POSITIVE COVID TEST: <i>return after 10 days AND 24 hours with no fever reducing medications AND symptoms have improved. Department of Health (DOH) or health care provider will indicate when the student can return.</i></p> <p><i>DOH will conduct contact tracing and RASD will coordinate and collaborate with DOH, following all recommendations and guidelines related to quarantine, isolation, closure and cleaning.</i></p>	<p>POSITIVE COVID TEST: <i>return after 10 days AND 24 hours with no fever reducing medications AND symptoms have improved. Department of Health (DOH) or health care provider will indicate when the student can return.</i></p> <p><i>DOH will conduct contact tracing and RASD will coordinate and collaborate with DOH, following all recommendations and guidelines related to quarantine, isolation, closure and cleaning.</i></p>			

<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p><i>Face coverings/shields must be worn at all times in the school setting. Students and staff will be expected to fully comply with the order, with minimal face covering breaks by the end of September. Between Sept 8-Sept. 30, staff may accommodate student intolerance to the wearing of face coverings/shield by providing students with between 2 and 4 face covering breaks for up to 10 minutes per each break. (per hour at FSG and per period at RMS/RHS). Students may remove face coverings to eat/drink. Students may remove face coverings outside on recess if they are able to maintain a social distance of 6ft.</i></p> <p><i>*Students with IEPs who cannot physically remove face coverings/shields will have accommodations written into their IEPs; the child's special education teacher and support staff will provide additional accommodations in the child's</i></p>	<p>.</p> <p><i>Face coverings/shields must be worn at all times in the school setting. Students and staff will be expected to fully comply with the order, with minimal face covering breaks by the end of September. Between Sept 8-Sept. 30, staff may accommodate student intolerance to the wearing of face coverings/shield by providing students with between 2 and 4 face covering breaks for up to 10 minutes per each break. (per hour at FSG and per period at RMS/RHS). Students may remove face coverings to eat/drink. Students may remove face coverings outside on recess if they are able to maintain a social distance of 6ft.</i></p> <p><i>*Students with IEPs who cannot physically remove face coverings/shields will have accommodations written into their IEPs; the child's special education teacher and support staff will provide additional accommodations in the child's</i></p>	<p>Administration</p>	<p>Face coverings/shields</p>	<p>N</p>
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	<p><i>IEP to reduce risk of exposure to COVID 19.</i></p> <p><i>All other students with IEPs, and current 504 plans shall either produce medical documentation to be excluded from the face covering/shield order and it will be documented within the IEP or 504 OR the IEP will develop goals and accommodations to increase student tolerances to the face covering order.</i></p> <p><i>Students who currently do not have an IEP or 504 plan and who believe they have a medical exclusion from wearing a face covering/shield will be required to produce medical documentation which indicates that they are unable to wear a face covering and that it effects one or more major areas of life functioning, this medical documentation will trigger the District's child find process. The 504 team will convene to evaluate the medical documentation for the purpose of determining whether the</i></p>	<p><i>IEP to reduce risk of exposure to COVID 19.</i></p> <p><i>All other students with IEPs, and current 504 plans shall either produce medical documentation to be excluded from the face covering/shield order and it will be documented within the IEP or 504 OR the IEP will develop goals and accommodations to increase student tolerances to the face covering order.</i></p> <p><i>Students who currently do not have an IEP or 504 plan and who believe they have a medical exclusion from wearing a face covering/shield will be required to produce medical documentation which indicates that they are unable to wear a face covering and that it effects one or more major areas of life functioning, this medical documentation will trigger the District's child find process. The 504 team will convene to evaluate the medical documentation for the purpose of determining whether the</i></p>			
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Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p><i>students is eligible for and in need of the 504 plan.</i></p> <p><i>As per procedures and practices in the Office of Students Services, all 504 accommodations will be communicated to the child's parents/guardian, building principal, classroom teachers, and superintendent (for face covering exclusions only).</i></p> <p><i>If a student/parent/guardian refuse to wear a face covering in the school setting and refuse to follow the procedures regarding child find, the student/parent/guardian will have an opportunity to choose another instructional model that the District has to offer.</i></p>	<p><i>students is eligible for and in need of the 504 plan.</i></p> <p><i>As per procedures and practices in the Office of Students Services, all 504 accommodations will be communicated to the child's parents/guardian, building principal, classroom teachers, and superintendent (for face covering exclusions only).</i></p> <p><i>If a student/parent/guardian refuse to wear a face covering in the school setting and refuse to follow the procedures regarding child find, the student/parent/guardian will have an opportunity to choose another instructional model that the District has to offer.</i></p>			

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Unique safety protocols for students with complex needs or other vulnerable individuals	<p><i>These will be documented through each individual student's IEP, 504 agreements, or individual health plan. These safety protocols will reflect the input from the school staff, parents/guardian, and the child's primary health care provider.</i></p> <p><i>Protocols will always be considered at the request of students and staff in order to ensure appropriate accommodations to fully support health and safety, learning, and teaching.</i></p>	<p><i>These will be documented through each individual student's IEP, 504 agreements, or individual health plan. These safety protocols will reflect the input from the school staff, parents/guardian, and the child's primary health care provider.</i></p> <p><i>Protocols will always be considered at the request of students and staff in order to ensure appropriate accommodations to fully support health and safety, learning, and teaching.</i></p>	<p><i>Supervisors of Special Education</i></p> <p><i>Building Principals</i></p> <p><i>Guidance Staff</i></p> <p><i>School Nurse</i></p>	<i>IEP/504/Individual Health Plan</i>	<i>N</i>

Requirements	Action Steps under Moderate Phase	Action Steps under Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Strategic deployment of staff	<i>Staff travel throughout the District may be curtailed to avoided exposure if Elk County is moved to the moderate level of community transmission.</i>	<i>There are designated staff members who travel through the District. Those staff are required to check in to each office upon arrival and check out upon exiting for purpose of contact tracing in the event that there is a specific building exposure.</i>	<i>Superintendent</i> <i>Principals</i> <i>Supervisor of Special Education</i> <i>School Psych</i> <i>Therapy Providers</i> <i>Speech Language Pathologist</i> <i>Music Teachers</i> <i>Technology Teacher</i> <i>Foreign Language Teacher</i>	<i>None</i>	<i>N</i>

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
Custodial/Maintenance Disinfecting in Accordance with CDC	Custodians and Maintenance	Jim Delhanty, Clearfield Wholesale	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	June 17, 2020	On Going
CDC Guidelines for Cleaning and Disinfecting Classrooms	All School Staff and Students	Principals and School Nurses	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	July 15, 2020	On or Before August 30, 2020
Face Coverings/Shields, Social Distancing, and Hygiene Practices	All School Staff and Students	Schools Nurses	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	July 15, 2020	On or Before August 30, 2020

Revised for 09-08-2020; revised 11-10-2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Classroom Design for Engagement with Social Distancing	Instructional Staff	Principals	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	July 15, 2020	On or Before August 30, 2020
Signs and Symptoms of COVID 19	All School Staff, Students and Parents	School Nurses	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	July 15, 2020	On or Before August 30, 2020
Policies, Procedures, and Protocols	All School Staff, Students and Parents	Superintendent	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	July 15, 2020	On or Before August 30, 2020
Classroom Management	Teachers and Paraprofessionals	Principals and Supervisor of Special Education	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	July 15, 2020	On or Before August 30, 2020
Technology Care	All School Staff, and Students	Assistant Technology Directors and Principals	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	July 15, 2020	On or Before August 30, 2020
Health Care Plans for at Risk or High School Students and Staff	School Staff as applicable	Supervisor of Special Education and School Nurses	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	July 15, 2020	On or Before August 30, 2020

Revised for 09-08-2020; revised 11-10-2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
LMS	Admin., Teachers, Paraprofessionals	Superintendent/Building Principals	Department Meeting, Small Group, In Person or Virtual	Curricular resources and materials to support learning objectives and goals	August 17, 2020	On or before Sept 8, 2020
LMS – Parent Accounts	Parents/Guardians	Building Principal and Classroom Teachers	Small group (less than 25)	Parent/guardian accounts; materials to supports learning objectives and goals	Week of August 27	On or before Sept. 8, 2020

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
RASD Health and Safety Plan: District Plan and Athletics	RASD Board	Superintendent	Email, regular mail, website, social media	07/15/2020	TBD
	RASD Pandemic Response Team	Superintendent	Email, regular mail, website, social media	07/15/2020	TBD
	RASD Staff	Superintendent	Email, regular mail, website, social media	07/15/2020	TBD
	RASD Parents/Guardians and Students	Superintendent	Email, regular mail, website, social media	07/15/2020	TBD
	RASD Community	Superintendent	Email, regular mail, website, social media	07/15/2020	TBD
	PDE	Superintendent	Email	07/15/2020	TBD
RASD ESY Plan	Parents/Guardians and Students who are eligible for and receiving special education services	Supervisor of Special Education	Email, regular mail, website, social media	07/15/2020	TBD
PIAA/District Approved Athletic Health and Safety Plan	Coaches, Parents/Guardians, and Student Athletes	Assistant Principal/Athletic Directors	Email, regular mail, website, social media	07/15/2020	TBD
RASD Building Specific Health and Safety Information	Building Specific Staff, Parents/Guardians and Students	Building Principal and School Nurses	Email, regular mail, website, social media	07/15/2020	TBD

Revised for 09-08-2020; revised 11-10-2020

Revised for 09-08-2020; revised 11-10-2020

Health and Safety Plan Summary: (Ridgway Area School District)

Anticipated Launch Date: (July 15, 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
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	<p><i>All high touch surfaces are cleaned multiple times per day. Touchless bottle fillers have been installed to ensure the discontinued use of water fountains. Touchless mechanisms have been installed to reduce the need to touch common products such as soap dispensers, paper towels and flushers. A hand sanitizing dispenser is installed at each classroom. Additional cleaning mechanisms and efforts will be deployed at the recommendation of the Maintenance and Custodial departments and based upon CDC and Department of Health Guidelines.</i></p> <p><i>The Supervisor of Buildings and Grounds will assess for and provide professional training to the custodial and maintenance departments in accordance with the CDC and DOH guidelines as feasible.</i></p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	<p><i>*Maintain a capacity of 250 or less in outdoor spaces.</i></p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p> <p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</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><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (cafeteria, gymnasium, library, faculty meetings, board meetings, etc.).</i></p> <p>Throughout the school day, it is required for students and staff wear face coverings/shields in accordance with the Secretary of Health's order from July 1, 2020 and the update order/guidance from the Secretary of Health and PDE (August 2020). Social distancing of 6 ft. Hygiene practices, routines, transitions, etc. will be taught and reinforced through the school day. Visuals across the campuses will also provide for reinforcement.</p> <p><i>Master schedules and bell schedules have been designed to utilize space and time to ensure the health, safety and welfare of students and staff. Students in grade k-8 are assigned to one cohort group and will travel/participate in instruction throughout their school day in that cohort group. While in the low level of community transmission, the cohort group may participate in a staggered transition to specials and elective classes if the classroom can be cleaned between uses. If Elk County is moved to the moderate phase of community transmission,, the cohort group will remain in the designated classroom and the special/elective teacher will rotate into the classroom to provide instruction. At the high school, a block A/B schedule will continue to be used in order to reduce the number of transitions during the school day (as compared to those required in an 8 period day schedule). Transitions will occur in a one direction format.</i></p> <p><i>Building administration will limit restrict the frequency and group size of all assemblies and field trips. In an effort to minimize the number of people who congregate at one time. Visitors will be</i></p>

Requirement(s)	Strategies, Policies and Procedures
Other social distancing and safety practices	<p><i>limited in the low level of community transmission and will be, required to wear face covering/shield at all times while on school campus and in school buildings In addition, visitors will be required to participate in a wellness check in the main office of each building. Visitors will be restricted during the moderate level of community transmission.</i></p> <p><i>In regards to the cafeteria, the administration will maximize cafeteria use by incorporating outdoor seating when feasible. Socially distance seating a minimum of 6ft per each table and students will sit on the same side of the table facing in the same direction (middle/high) All food services stations and cashiers will have plexi glass partitions. All food, utensils and condiments will be handed to students. Groups entering will be staggered to minimize contacts. Visual markings will indicate 6ft distances for students standing in the food service lines. Minimize the number of stations; eliminate buffet style/self-serve bars. Provide all grab and goes for breakfast at the middle and high school; k-2 students will eat breakfast in the cafeteria at a social distance of 6ft and 3-5 will eat breakfast in their classrooms; a breakfast cart will be used for distribution. The secondary cafeteria will not be open for sit down breakfast service. Student must verbalize pin to staff. Sharing of food and utensils will be prohibited. Desks/tables will be cleaned and sanitized before and after eating. Hand washing protocols will be in place. Lunch room spaces may be used in low level of community transmission, if social distancing and cleaning protocols are adhered to; all tables in the cafeterias are at a social distance of 6ft. Staff will schedule outdoor recess strategically in cohort groups: playground, fields, gym, classroom. Use of the cafeteria will be limited in the moderate level of community spread for example, grab and goes will likely be delivered to the</i></p>

Requirement(s)	Strategies, Policies and Procedures
	<p><i>classroom and students will eat in their classrooms. In such a case, the building principals will arrange for student supervision so that teachers can have a duty free 30-minute lunch.</i></p> <p><i>In terms of District transportation, students will use hand sanitizer prior to boarding the bus. The wearing of face coverings is required for all individuals riding on a school bus due to the fact that social distancing cannot be maintained. Weather permitting, bus windows will be down to promote increased ventilation. Students will board buses – first on fills the bus from the back to the front. Members of the same family should be seated together when feasible.</i></p> <p><i>Students will utilize their personal “tool boxes” and lockers to contain personal items. Personal items shall not be shared between students. Shared classroom objects must be wiped down between student exchanges. Students are responsible for wiping down all devices used immediately after use and prior to putting away. Teachers are required to build this in as part of their classroom procedures and management practices.</i></p> <p><i>*As a temporary provision, in accordance with school code, the Board will pass a resolution for an alternative/modified schedule for approval as a temporary provision to ensure maintenance of subsidy.</i></p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
* Monitoring students and staff for symptoms and history of exposure	<i>There will be no mass procedures for symptom monitoring of students or staff. Per the Secretary of Health’s order (July 1,</i>

Requirement(s)	Strategies, Policies and Procedures
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>*Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p><i>2020) students and staff must wear a face covering/shield; must maintain a social distance of 6ft when feasible; and must practice handwashing multiple times throughout the school day.</i></p> <p>STUDENTS: <i>Parents/guardians will self-assess students for symptoms consistent with COVID 19 prior to the student boarding the school bus/coming to school. If a child is exhibiting symptoms, the student MUST STAY HOME, parent/guardian should report students off to the school office and following the CDC guidelines for symptom monitoring. It is recommended the child may return to school after 24 hours of being symptom free without the use of pain relieving medication. Students who become ill at school will notify their classroom teacher, and required to report directly to the school nurse's office. School nurse will assess for symptoms and respond in accordance with the CDC guidelines. School nurse will inform the principal and notify the child's parent/guardian. School nurse will advise parents/guardians of symptom and provide guidance per CDC guidelines related to COVID 19/SB Policy (SB Policy 203) and/or past practice. School nurse office will be equipped with isolations areas to keep students who are suspected to have COVID 19 symptoms separated from the general population.</i></p> <p>STAFF <i>Staff will self-assess for symptoms consistent with COVID 19 prior to coming to work. If a staff member is exhibiting symptoms, STAY HOME, follow your procedures for reporting off and following the CDC guidelines for symptom monitoring. It is recommended the staff member may return after 24 hours of being symptom free without the use of pain relieving medication. Staff who become ill at school will immediately</i></p>

Requirement(s)	Strategies, Policies and Procedures
	<p><i>notify their principal for coverage, and report to the school nurse's office. School nurse will assess for symptoms and respond in accordance with the CDC guidelines. Staff member will follow CDC guidelines and contact health care provider as needed. Persons who exhibit symptoms of COVID 19 will remain in isolation in a predetermined location until they are able to leave campus safely.</i></p> <p><i>The PA DOH will make notification to individuals who have been exposed to COVID 19 through contact tracing procedures. Individuals who test positive for COVID 19 will be required to isolate at home for ten days. Individuals who have direct contact with someone who is COVID 19 positive will be required to quarantine at home for 14 days. If after 14 days, the individual remains symptom free they maintain return to school. During the 14 days, if symptoms appear they will be required to work with their health care provider and be tested for COVID 19.</i></p> <p><u>ONE OR MORE</u> of the following symptoms they MUST stay home: fever (≥ 100.4); cough; shortness of breath, difficulty breathing;</p> <p><u>TWO OR MORE</u> of the following symptoms they MUST stay home: sore throat, runny nose/congestion, chills, new lack of smell or taste, muscle pain, nausea or vomiting, headache, diarrhea.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>If sick, students/staff can return:</p> <p>NO COVID TESTING: return after 10 days AND 24 hours with no fever reducing medications AND symptoms have improved OR a DOCTOR's note indicating the diagnosis and date of return.</p> <p>NEGATIVE COVID TEST: at least 24 hours with no fever reducing medications AND symptoms have improved OR a DOCTOR's note indicating the diagnosis and date of return.</p> <p>POSITIVE COVID TEST: return after 10 days AND 24 hours with no fever reducing medications AND symptoms have improved. Department of Health (DOH) or health care provider will indicate when the student can return.</p> <p><u>It is Board Policy (SB Policy 203 – Immunization and Communicable Disease) and it is critical for families to establish an emergency contact for their school age child who requires adult supervision. Students who are sick at school will be sent home within 30 minutes and parents are required to pick them up.</u></p> <p><i>Notification of school closure or changes to the health and safety plan will be at the direction of the Superintendent.</i></p> <p><i>SCHOOL CLOSURE:</i></p>

Requirement(s)	Strategies, Policies and Procedures
	<ul style="list-style-type: none">• The Department of Health (DOH) will notify individuals (students/staff) through contact tracing if they have been exposed to COVID 19.• Through contact tracing, the Department of health will notify the school of a positive COVID 19 case in a student/staff.• The level of community transmission will be monitored regularly and communicated to families on a weekly basis. Warnings/alerts will be sent to families regarding the impending need to close school due to COVID 19 exposure OR if the community level of transmission increases to substantial.• This notification will be done in a similar manner to weather closings: emergency global connect call/District Facebook post/Website announcement.• If the school or District closes, R-Learning will be implemented for all students who are enrolled in in-person instruction. <p><i>See District Table below that triangulates PDE resources related to instructional model implementation; community transmission; and school based exposure of COVID 19.</i></p>

Requirement(s)	Strategies, Policies and Procedures		
School Closure Guidance (PDE Instructional Model Implementation Guidance, School Based Exposure Guidance & Community Transmission Model Triangulated):			
Level of Community Transmission in Elk County	# of COVID-19 cases in a 14 day period	# of COVID-19 cases in a 14 day period	# of COVID-19 cases in a 14 day period
	1 student OR 1 staff	2 to 4 students/staff in same building <5% of total population of students and staff in building are cases multiple school building in the same district with individual cases who are not in the same household	5+ students/staff in the same building ≥5% of total population of students and staff in building are cases Multiple school buildings with 2-4 cases who are not household contacts.
LOW Most recent 7 days: *<10/100000 AND *<5% positivity rate	*school does not need to close *clean area(s) where case spent time *public health staff will direct close contacts to quarantine	*close school(s) for 3-5 days *clean are(s) where cases spent time *public health staff will direct close contacts to quarantine.	*close school(s) for 14 days *clean entire school(s) *public health staff will direct close contacts to quarantine
MODERATE Most recent 7 days: *<100/100000 OR	*School does not need to close *Clean area(s) where case spent time *Public health staff will direct close contacts to quarantine	*Close school(s) for 5-7 days* *Clean area(s) where cases spent time *Public health staff will direct close contacts to quarantine	*Close school(s) for 14 days* *Clean entire school(s) *Public health staff will direct close contacts to quarantine

Revised for 09-08-2020; revised 11-10-2020

Requirement(s)		Strategies, Policies and Procedures	
*5% to <10% positivity rate			
SUBSTANTIAL Most recent 7 days: * $\geq 100/100000$ OR * $\geq 10\%$ positivity rate	*DOH and PDE recommend full remote learning for schools in counties with substantial level of community transmission.	*DOH and PDE recommend full remote learning for schools in counties with substantial level of community transmission.	*DOH and PDE recommend full remote learning for schools in counties with substantial level of community transmission.

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p><i>*Maintain a capacity of 250 or less for outdoor spaces.</i></p> <p><i>*Maintain a capacity of 25 or less for indoor spaces being used for non-instructional purposes (library, faculty meetings, board meetings, etc.).</i></p> <p><i>*</i></p> <p><i>Face coverings, shields will be required. There will also face covering breaks provided to students throughout the school day. For individuals who cannot where face coverings, face shields will be provided. In the event a student cannot where a face covering or shield, medical documentation will be required and the student will be provided with a 504 plan</i></p> <p><i>An on line learning environment will be available to all students who are not comfortable with in person instruction. This environment shall include and will not be limited to those previously established through the Continuity of Education Plan</i></p>

Requirement(s)	Strategies, Policies and Procedures
	<p><i>(Zoom, Google Classroom, tiny bit url, online curricular resources); PLATO, Educere. The District would also consider hybrid models that promote a flexible schedule. The District will provide instruction in the home for students who are eligible per a doctors written order. Staff needs will be addressed on a case by case basis and in accordance with all federal and state guidelines related labor laws. In addition, the District will consult with Mark Kuhar, Labor Attorney as needed.</i></p> <p><i>RASD will follow all CDC, PDE and DOH guidance related to the instructional model implementation and the level of community transmission of COVID 19. In the event that the District is required to transition to full remote learning, parents will be given notice of at least 7 days before the District transitions. In the event that there is a school based exposure, RASD will comply with PDE guidance regarding temporary school closures. In either case, full remote learning at RASD includes the R-Learning model, synchronous instruction will be delivered to students in their home through the learning management system – Schoology (Google classroom, ZOOM, the Big Blue Button); all District staff will be deemed essential employees and will teach remotely from their classrooms during the regular school day. Teachers will provide a minimum of a 15 minutes face to face instruction for each course/subject through the school day, in addition to small group instruction. All students and parents will have Schoology accounts that they will use to access content and virtual instruction. Attendance will be taken through the lms and assignments will be submitted through the lms. Parents and students will be provided training on Schoology between August 31 and September 18 in preparation for a possible school closure.</i></p>

Revised for 09-08-2020; revised 11-10-2020

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **(Ridgway Area School District)** reviewed and approved the Phased School Reopening Health and Safety Plan on **(August 11, 2020); the plan was revised and re-approved on September 8, 2020; the plan was revised and re-approved on November 11, 2020..**

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: September 8, 2020

By:

(Signature of Board President)*

Aimee Kemick

(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.