



# Phased School Reopening Health and Safety Plan Template

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

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

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*This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.*

## Health and Safety Plan: Jersey Shore Area School District

This plan is a working draft document. The district will comply with all state orders in effect and notify staff and families of any necessary changes while operating schools. For a complete list of orders and guidance in place, please visit the State of Pennsylvania website on “Reopening Pre-K to 12 Schools in Pennsylvania here -

<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/Pages/default.aspx>

All district-sponsored academics programs will follow this policy. Extracurricular activities follow the board approved Extra-Curricular Plan.

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

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

Based on your county’s current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA’s plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

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



## Type of Reopening

### Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- 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?

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

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

**Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening):**

August 27, 2020

## Pandemic Coordinator/Team

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)
<b>Dr. Brian Ulmer</b>	Administration	Both, Superintendent
<b>Dr. Ken Dady, Jr.</b>	Administration	Both, Pandemic Coordinator, Safe Schools Coordinator
<b>Craig Allen</b>	Board	Plan Development
<b>Mary Thomas</b>	Board	Plan Development
<b>Michelle Stemler</b>	Board	Plan Development
<b>Adrienne Johnston</b>	Administration	Both

<b>Alison Confer</b>	Teacher	Plan Development
<b>Jodi Wolesslagle</b>	Teacher	Plan Development
<b>Laurette Robinson</b>	Teacher	Plan Development
<b>Michele Persun</b>	Teacher	Plan Development
<b>Dr. Cindy Allen</b>	Lycoming County Health Coalition JSASD Community	Plan Development
<b>Alexandra Mahaffey</b>	Administration	Both
<b>Joanne Knepp</b>	Staff	Plan Development
<b>Margaret Leedy</b>	Administration	Both
<b>Mark Wall</b>	Administration	Both
<b>Melissa Corlew</b>	Parent	Plan Development
<b>Andrea Decker</b>	Parent/Staff	Plan Development
<b>Tiffany Kilpatrick</b>	Parent	Plan Development
<b>Chrissy Heaton</b>	Parent	Plan Development
<b>Donnica Confair</b>	Staff	Plan Development
<b>Judy Morlock</b>	Nurse	Both
<b>Lisa Taylor</b>	Teacher	Plan Development
<b>Jon Jean</b>	Administration	Both
<b>Keith Veldhuis</b>	Administration	Both
<b>Megan Kodish</b>	Teacher	Plan Development

<b>Serena Henry</b>	Administration	Both
<b>Steven Keen</b>	Administration	Both
<b>Ruth LeVan</b>	Teacher	Plan Development
<b>Kimberly Myers</b>	Staff	Both
<b>Stephanie Windecker</b>	Transportation	Both

### Key Strategies, Policies, and Procedures

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

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

For each requirement within each domain, document the following:

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



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



**Cleaning, Sanitizing, Disinfecting and Ventilation**

**Key Questions**

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How 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:**

Cleaning protocols are in place. High touch areas will be a focus throughout the day. Custodial staff are trained and will be reminded of cleaning protocols. The district is working on replacing water fountains with bottle filling stations and moving to touch less fixtures.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* <b>Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b>	<p>The custodial department will focus on high touch areas such as doorknobs, door pushes, railings, toilet handles.</p> <p>Sanitizing sprayers will be used daily.</p> <p>Daily sanitization on transportation</p> <p>Teachers will be instructed to keep classroom doors locked but open to promote safety and increased ventilation</p>	<p>The custodial department will focus on high touch areas such as doorknobs, door pushes, railings, toilet handles.</p> <p>Sanitizing sprayers will be used on a rotating basis to sanitize all spaces.</p> <p>Daily sanitization on transportation</p> <p>Teachers will be instructed to keep classroom doors locked but open to promote safety and increased ventilation.</p>	Mark Wall and Ken Dady	Additional wipes, sanitizing supplies	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other cleaning, sanitizing, disinfecting, and ventilation practices	Elementary students will not use cleaning wipes.	Elementary students will not use cleaning wipes.			

**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:**

Students will be spread out in classrooms and all spaces to the maximum extent feasible. Signs and reminders will be used to encourage students and staff to practice social distancing and good hygiene practices. Visitors and volunteers are addressed in the plan below. Staff will be trained on the elements of this plan before students return. Student reminders will be scripted for uniformity.

1. Outside group buildings use – No outside groups will be permitted to use building space from the start of school until October 13, 2020. The board will reconsider this at their October 12 meeting. This excludes childcare for our own students.
2. Visitors will need to call in to the building first or have an appointment to come in.
3. Parent Meetings –
  - a. In a green phase – parents will be offered virtual meetings. In person meetings will only occur in offices.
  - b. In a yellow phase – parents will be offered virtual meetings. In person meetings will only occur in the district office.

4. Open House –
  - a. In person Open House for grades K, 6 & 9 with restriction of 250 people phased by time.
  - b. Virtual teacher meetings will be used for Open House.
  - c. New students since March 13, 2020 will be offered building tours prior to the start of school.
5. Field Trips – No field trips will not occur from the start of school until October 13, 2020. The board will reconsider this at their October 12 meeting. This does not include extracurriculars as governed by the Extracurricular Plan.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* <b>Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b>	The district will optimize space and consider hiring substitutes to lower the number of students in large classes.	Student desks will be placed in classrooms so that all students are facing in the same direction.  Items may need to be removed from classrooms to create additional space.	Building Principals	N/A	N
* <b>Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b>	Cafeterias will be closed and students will retrieve lunch and eat in classrooms.  Large group settings will be reduced and the district will use all staff available to split students into smaller settings.	Cafeterias will be in use and students will be spread out to the maximum extent feasible. Principals will devise plan to lower numbers and assign seats to reduce contact.  Students in large group areas will be spread out to remove high contact among students.  All food will be served to students.	Building Principals/Director of Food Service	Potential for human resource impact	N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>Students will be reminded daily on morning announcements of the expectations of hygiene practices.</p> <p>Teachers will remind students at the beginning of each class period of the hygiene expectations. This includes washing hands and practicing social distancing.</p> <p>Parents and students will be educated on the importance of washing personal belongings.</p> <p>Teachers will develop routines for small groups of students retrieving personal belongings from cubbies and lockers.</p>	<p>Students will be reminded daily on morning announcements of the expectations of hygiene practices.</p> <p>Parents and students will be educated on the importance of washing personal belongings (bookbags, coats, etc.).</p> <p>Teachers will develop routines for small groups of students retrieving personal belongings from cubbies and lockers.</p>	<p>Building Principals</p>	<p>N/A</p>	<p>Y</p>
<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p>Signs will be posted throughout the building (bathrooms, classrooms, hallways, etc.) that remind students of best practices.</p> <p>Each teacher will receive 3 signs to post in their classroom</p>	<p>Signs will be posted throughout the building (bathrooms, classrooms, hallways, etc.) that remind students of best practices.</p> <p>Each teacher will receive 3 signs to post in their classroom.</p>	<p>Mark Wall/Joanne Knepp</p>	<p>Signs</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Identifying and restricting non-essential visitors and volunteers</b></p>	<p>Visitors will not be permitted in school buildings.</p> <p>Volunteers will not be permitted.</p>	<p>Visitors will be limited to the building office and contact with students will be reduced. Visitors will need to call in to the building first or have an appointment to come in.</p> <p>Parents dropping off items will be required to leave them in the vestibule for staff to retrieve.</p> <p>Volunteers who serve essential functions will be permitted but reduced contact with students will be maintained to the extent possible.</p>	<p>Building Principals</p>	<p>Posting on website and signs on building doors</p>	<p>N</p>
<p><b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b></p>	<p>Students will sanitize hands before engaging in activity.</p> <p>Use activities that allow for social distancing (including outside activities as much as possible).</p> <p>No activities that require shared equipment.</p> <p>Recess, Playground and Physical Education equipment will be cleaned daily or more frequently if feasible.</p> <p>Reduce number of students in locker rooms at one time.</p>	<p>Students will sanitize hands before engaging in activity.</p> <p>Use activities that allow for social distancing (including outside activities as much as possible).</p> <p>Use equipment that can be sanitized between classes.</p> <p>Recess, Playground and Physical Education equipment will be cleaned daily or more frequently if feasible.</p> <p>Reduce number of students in locker rooms at one time.</p>	<p>Building Principals</p>	<p>N/A</p>	<p>Y</p>
<p><b>Limiting the sharing of materials among students</b></p>	<p>No student materials will be shared.</p>	<p>Student materials will be sanitized between uses.</p>	<p>Building Principals</p>	<p>Wipes</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>Staggering the use of communal spaces and hallways</b>	<p>Hallways will be designated in one direction as possible.</p> <p>Students will not be permitted to congregate in communal spaces.</p>	<p>Students will not be permitted to congregate in communal spaces</p>	Building Principals	Directional Signs	N
<b>Adjusting transportation schedules and practices to create social distance between students</b>	<p>Students will be encouraged to spread out on buses to the greatest extent possible.</p> <p>Students will be assigned seats on buses and families will be seated together as possible.</p> <p>Masks will be made available to students riding buses and they will be encouraged to use them.</p>	<p>Students will be encouraged to spread out on buses to the greatest extent possible.</p> <p>Students will be assigned seats on buses and families will be seated together as possible.</p> <p>Masks will be made available to students riding buses and they will be encouraged to use them.</p>	Dr. Ken Dady	N/A	N
<b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b>	<p>See above regarding visitors and volunteers.</p> <p>Teachers and students who move classrooms and buildings will wash hands/Sanitize prior to or upon entering each classroom.</p>	<p>See above regarding visitors and volunteers.</p> <p>Teachers who move classrooms and buildings will sanitize prior to entering each classroom.</p>	Building Principals	Hand sanitizer	N
<b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b>	<p>These agencies will be added to our One Call system to receive up to date notifications.</p> <p>Information will be posted on the school district website.</p>	<p>These agencies will be added to our One Call system to receive up to date notifications.</p> <p>Information will be posted on the school district website.</p>	Dr. Ken Dady	One Call, website	N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other social distancing and safety practices					

**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 will the monitoring take place?
- When and how frequently will the monitoring take place?
- 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? What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- 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:**

Students and staff that show signs or symptoms, or have been exposed will be isolated and asked to quarantine. Parents need to screen their children for symptoms prior to sending them to school. School health personnel will consult with families and administration to determine return to school. Notifications will occur according to our established notification systems for other health issues, taking care to protect the rights of the person. Staff training will occur to assist students who are responding to trauma. Student climate checks will be added to our SRSS screeners in place as a positive approach to supporting students in responding to this situation. Visitors and Volunteers will be handled according to this plan. For the purposes of continuing education, student teachers and university student observers will not be treated as visitors per policy.



Contract tracing and notification will be handled by the PA Department of Health – <https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Student and staff temperatures will be screened upon entering the building. This will be done by an individual face scanner as students walk by. If the temperature is above 100.4*, the person will be taken aside, asked the screener questions and the temperature will be taken with a second device. If the temperature remains above 100.4*, the person will not be permitted to continue into the building, asked to call the Covid hotline (570)284-3657 and will need a note or negative test to return to work or school.</p>	<p>Student and staff temperatures will be screened upon entering the building. This will be done by an individual face scanner as students walk by. If the temperature is above 100.4*, the person will be taken aside, asked the screener questions and the temperature will be taken with a second device. If the temperature remains above 100.4*, the person will not be permitted to continue into the building, asked to call the Covid hotline (570)284-3657 and will need a note or negative test to return to work or school.</p>	<p>Building Principal</p>	<p>Temperature scanners (large group and handheld).</p>	<p>Y</p>
<p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p>	<p>Any person showing symptoms will be sent home, told to call the Covid Hotline (570)284-3657 and will provide a note to return to work or school.</p> <p>No one who is sick or has been exposed should report to work or school.</p>	<p>Any person showing symptoms will be sent home, told to call the Covid Hotline (570)284-3657 and will provide a note to return to work or school.</p> <p>No one who is sick or has been exposed should report to work or school.</p>	<p>Dr. Ken Dady</p>	<p>Notification</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p>	<p>Staff will use established protocols and interventions to catch up with students who missed school.</p> <p>A cleared physician’s note or negative test will be required to return.</p> <p>The school nurse will screen students and staff when they return if they had to be sent home</p> <p>Technology for remote learning will be used to provide resources to students who are not able to be present.</p>	<p>Staff will use established protocols and interventions to catch up with students who missed school.</p> <p>A cleared physician’s note or negative test will be required to return.</p> <p>The school nurse will screen students and staff when they return if they had to be sent home.</p> <p>Technology for remote learning will be used to provide resources to students who are not able to be present.</p>	<p>Building Principals</p> <p>Pat McCormick</p>	<p>N/A</p> <p>Technology</p>	<p>N</p> <p>Y</p>
<p><b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b></p>	<p>One call notifications.</p> <p>Information will be posted on the school district website.</p>	<p>One call notifications.</p> <p>Information will be posted on the school district website.</p>	<p>Dr. Ken Dady</p>	<p>One Call</p> <p>Website</p>	<p>N</p>
<p><b>Other monitoring and screening practices</b></p>					

**Other Considerations for Students and Staff**

**Key Questions**

- How will you determine which staff are willing/able to return? How will you accommodate staff who are unable or uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you address staff who are ill, or who have family members who have become ill?
- 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:**

Families and staff will receive a copy of the plan draft and a survey that will ask about their comfort level of returning. Local policies are outlined in the plan below. The district contracts for substitute teachers. Teachers will receive training in best instructional practices that are remote and hybrid. The district will utilize existing and expand technology to support family choice in remote and hybrid options.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* <b>Protecting students and staff at higher risk for severe illness</b>	Families will be permitted to choose the hybrid or JSOL learning option.  Staff will be informed of the Families First Coronavirus Response Act (FFCRA or Act).  The district will market its ability to provide remote or hybrid instruction and develop a process for parents to choose those options	Families will be permitted to choose the hybrid or JSOL learning option.  Staff will be informed of the Families First Coronavirus Response Act (FFCRA or Act).  The district will market its ability to provide remote or hybrid instruction and develop a process for parents to choose those options.	Dr. Ken Dady	Masks, face shields	N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Use of face coverings (masks or face shields) by all staff</b></p>	<p>Masks are required by the Governor’s order</p> <p><a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a></p>	<p>Masks are required by the Governor’s order</p> <p><a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a></p>	<p>Dr. Ken Dady</p>	<p>Masks, face shields</p>	<p>N</p>
<p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p>	<p>Masks are required by the Governor’s order</p> <p><a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a></p>	<p>Masks are required by the Governor’s order</p> <p><a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a></p>	<p>Dr. Ken Dady</p>	<p>Masks, face shields</p>	<p>N</p>
<p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p>	<p>Staff will be educated regarding students with complex needs.</p> <p>Families will be permitted to choose the hybrid or remote learning option.</p> <p>Attendance waivers pursuant to board policy for students who qualify.</p>	<p>Staff will be educated regarding students with complex needs.</p> <p>Families will be permitted to choose the hybrid or remote learning option.</p> <p>Attendance waivers pursuant to board policy for students who qualify.</p>	<p>Peg Leedy</p> <p>Dr. Ken Dady</p>	<p>Remote Learning Option</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<b>Strategic deployment of staff</b>	<p>Students who choose remote learning will have regular access to teachers and supports. Expectations for students and staff engaging in remote learning will be clear.</p> <p>Guidance counselors and/or teachers will conduct social-emotional check ins with students.</p>	<p>Students who choose remote learning will have regular access to teachers and supports. Expectations for students and staff engaging in remote learning will be clear.</p> <p>Guidance counselors and/or teachers will conduct social-emotional check ins with students.</p>	Dr. Ken Dady	Microsoft Teams	N



## 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
<b>Training Custodial Staff</b>	Custodial Staff	Mark Wall	In person	Cleaning Supplies	July 28, 2020	
<b>Hygiene Practices</b>	All Staff	Building Principals	In person	Signs and scripts	After August 15, 2020	
<b>Sanitizing Expectations</b>	All Staff	Building Principals	In person	Signs and scripts	After August 15, 2020	
<b>Remote Learning</b>	Faculty	Pat McCormick	Virtual	Schoology, devices	After August 15, 2020	
<b>Students with Complex Needs</b>	Faculty	Peg Leedy	Remote	Handouts	After August 15, 2020	
<b>Mental Health and Trauma</b>	Faculty	Brian Ulmer	In person	Trainings	After August 15, 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
<b>Community Letter</b>	All Stakeholders	Dr. Ulmer	Email, Call, Text, Website	6/1/20	6/4/20
<b>Board Meeting Announcement regarding Health and Safety Plan</b>	All Stakeholders	Dr. Ulmer	Livestream	6/8/20	6/8/20
<b>Community Letter</b>	All Stakeholders	Dr. Ulmer	Email, Text, Website	6/19/20	6/19/20
<b>Survey with Draft Plan</b>	All Stakeholders	Dr. Ulmer	Email, Call, Text, Website	6/29/20	7/2/20
<b>Board Approval</b>	Board	Dr. Ulmer	Livestream	7/27/20	
<b>Community Letter</b>	All Stakeholders	Dr. Ulmer	Email, Call, Text, Website	7/28/20	

## Health and Safety Plan Summary: Jersey Shore Area School District

**Anticipated Launch Date:** July 28, 2020

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

### Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>The custodial department will focus on high touch areas such as doorknobs, door pushes, railings, toilet handles.</p> <p>Sanitizing sprayers will be used daily.</p> <p>Transportation will be sanitized daily.</p>

### Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p> <p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p> <p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>The district will optimize space and consider hiring substitutes to lower the number of students in large classes</p> <p>Items may need to be removed from classrooms to create space.</p> <p>Cafeterias will be in use and students will be spread out. Principals will devise plans to lower numbers and assign seats/areas to reduce contact.</p> <p>Large group settings will be reduced and the district will use all staff available to split students into smaller settings.</p>



Requirement(s)	Strategies, Policies and Procedures
<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p> <p><b>* Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</b></p> <p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p> <p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p> <p><b>Other social distancing and safety practices</b></p>	<p>Students will be reminded daily on morning announcements of the expectations of hygiene practices.</p> <p>Teachers will remind students at the beginning of each class period of the hygiene expectations. This includes washing hands and practicing social distancing</p> <p>Parents and students will be educated on the need to clean personal belongings on a regular basis.</p> <p>Signs will be posted throughout the building (bathrooms, classrooms, hallways, etc.) that remind students of best practices.</p> <p>Students will sanitize hands before engaging in activity.</p> <p>Use activities that allow for social distancing (including outside activities as much as possible).</p> <p>Recess, Playground and Physical Education equipment will be cleaned daily or more frequently if feasible.</p> <p>Reduce number of students in locker rooms at one time.</p>

**Monitoring Student and Staff Health**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Student and staff temperatures will be screened upon entering the building. This will be done by an individual face scanner as students walk by. If the temperature is above 100.4*, the person will be taken aside, asked the screener questions and the</p>

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</b></p>	<p>temperature will be taken with a second device. If the temperature remains above 100.4*, the person will not be permitted to continue into the building, asked to call the Covid hotline(570)284-3657 and will need a note or negative test to return to work or school.</p> <p>Any one showing symptoms will be sent home, asked to call the Covid hotline (570)284-3657 and will provide a cleared doctor’s note or negative test to return to work or school.</p> <p>No one who is sick or has been exposed should report to work or school.</p> <p>Staff will use established protocols and interventions to catch up with students who missed school.</p> <p>Technology for remote learning will be used to provide resources to students who are not able to be present. One call notifications.</p> <p>Information will be posted on the school district website.</p>

**Other Considerations for Students and Staff**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Protecting students and staff at higher risk for severe illness</b></p> <p><b>* Use of face coverings (masks or face shields) by all staff</b></p>	<p>Masks are required by the Governor’s order</p> <p><a href="https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx">https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</a></p> <p>Staff will be educated regarding students with complex needs.</p>

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p> <p><b>Strategic deployment of staff</b></p>	<p>Families will be permitted to choose the hybrid or remote learning option.</p> <p>Attendance waivers will be used in accordance with board policy for qualifying students.</p> <p>Students who choose remote learning will have regular access to teachers and supports. Expectations for students and staff engaging in remote learning will be clear.</p> <p>Guidance counselors and/or teachers will conduct social-emotional check ins with students.</p> <p>Staff training in supporting students dealing with trauma.</p>

**Health and Safety Plan Governing Body Affirmation Statement**

The Board of Directors/Trustees for **The Jersey Shore Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 27, 2020**.

The plan was approved by a vote of:

- Yes**
- No**

Affirmed on: **July 27, 2020**

By:

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*(Signature of Board President)*

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*(Print Name of Board President)*