Schuylkill Valley School District

Phased School Reopening

Health and Safety Plan

Board Approved - July 27, 2020

pennsylvania
DEPARTMENT OF EDUCATION

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: Schuylkill Valley School District

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

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

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

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

**Plans & protocols are subject to change based on current government agency guidelines and conditions.

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?

X   Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).

☐   Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).

☐   Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).

☐   Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): August 26, 2020

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)
Jeremy Crills	Administration, Pandemic Coordinator - Elementary School Principal/School Safety Coordinator	Both (Plan Development and Response Team)
Michael Mitchell	Administration, Superintendent	Both (Plan Development and Response Team)

Janet Heilman	Administration, Director of Pupil Services and Learning	Both (Plan Development and Response Team)
Kate Costenbader	Administration, Supervisor of Special Education	Both (Plan Development and Response Team)
Robin Brightbill	Administration, Director of Human Resources & Communications	Both (Plan Development and Response Team)
Stephanie Deibler	Administration, Athletic Director	Both (Plan Development and Response Team)
Brian Feick	Administration, Business Manager	Both (Plan Development and Response Team)
Changming Wang	Administration, Assistant Business Manager	Both (Plan Development and Response Team)
Casey Blankenbiller	Administration, Director of Buildings & Grounds	Both (Plan Development and Response Team)
Diane Kaag	Administration, Food Service Director	Both (Plan Development and Response Team)
Sarah Yoder	Administration, High School Principal	Both (Plan Development and Response Team)
Melissa Kelchner	Administration, High School Assistant Principal	Both (Plan Development and Response Team)
Josh Kuehner	Administration, Middle School Principal	Both (Plan Development and Response Team)
Courtney Maguire	Administration, Middle School Assistant Principal	Both (Plan Development and Response Team)
Jason Williams	Administration, Elementary School Assistant Principal	Both (Plan Development and Response Team)
Michael Billman	Administration, Director of Instructional & Information Technology	Both (Plan Development and Response Team)
Nicholas Pirrocco	Teacher	Health and Safety Plan Development
Dean Heffner	Teacher/Parent	Health and Safety Plan Development

Christine Wysocki	Teacher/Parent	Health and Safety Plan Development
Karen Degler	Teacher	Health and Safety Plan Development
Katie Heffner	Teacher	Health and Safety Plan Development
Jane Sigoda	Teacher	Health and Safety Plan Development
Tara LeClair	Teacher	Health and Safety Plan Development
Dana Carter	Teacher/Health Professional	Both (Plan Development and Response Team)
Kathy Reedy	School Nurse	Both (Plan Development and Response Team)
Elizabeth Oswald	School Nurse	Pandemic Crisis Response Team
Amy Strayer	School Nurse	Both (Plan Development and Response Team)
Dr. Olubunmi K. Ojikutu	Local Health Official	Both (Plan Development and Response Team)

Key Strategies, Policies, and Procedures

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

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

For each requirement within each domain, document the following:

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

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

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- 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: All areas have had the normal summer cleaning and disinfecting completed. Additional cleaning/disinfection products, including wipes and chemicals, have been purchased for the opening of school. Cleaning rotations will be implemented to clean any high risk areas on an as needed basis. Custodial staff has been trained on proper cleaning techniques and staff will report back with any needs that arise during the normal cleaning. Standard operating procedures will be followed every day in regards to cleaning, sanitizing and ventilation of spaces.

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)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains,	Staff will continue to clean spaces as directed by the Director of Buildings & Grounds and will practice social distancing during the cleaning process. Standard cleaning practices will be followed at all times. All buildings HVAC systems will operate as normal to ensure proper ventilation of educational spaces.	Staff will continue to clean spaces as directed by the Director of Buildings & Grounds and will practice social distancing during the cleaning process. Standard cleaning practices will be followed at all times. All buildings HVAC systems will operate as normal to ensure proper ventilation of educational spaces.	Director of Buildings & Grounds/Business Manager	Disinfectant chemicals, proper wiping materials and cleaning equipment.	Staff is trained as needed for any new practice and/or procedure

hallways, and transportation)	Bathrooms and high touched surfaces such as door knobs will be frequently cleaned. Bathrooms will be cleaned daily and checked frequently. High touched surfaces will be cleaned at least twice during the school day. Drinking fountains will be closed from access. Bus contractor will sanitize buses before morning and afternoon runs and at night.	Bathrooms and high touched surfaces such as door knobs will be frequently cleaned. Bathrooms will be cleaned daily and checked frequently. High touched surfaces will be cleaned at least twice during the school day. Drinking fountains will be closed from access. Bus contractor will sanitize buses before morning and afternoon runs and at night.			
Other cleaning, sanitizing, disinfecting, and ventilation practices	Electrostatic equipment will be used as needed to sanitize high risk areas.	Electrostatic equipment will be used as needed to sanitize high risk areas.	Director of Buildings & Grounds	Electrostatic equipment	N

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:

Building administrators and the Health and Safety Plan Development Team have been assessing classroom and communal spaces (hallways, cafeteria/multipurpose room, gym, libraries) as well as buses and vans to determine where a social distance of 6 or more feet can be maintained and where modifications will be necessary. Outdoor spaces will be utilized as often as possible to support distancing. Until further notice under green phase, visitors and volunteers will be limited in their access to our buildings to further reduce the spread of infection and virtual meetings will be encouraged. Under the yellow phase, no visitors or volunteers will be allowed.

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)
* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	Under yellow phase no more than 25 students in a space at one time. We will divide the students in each building into two groups – Group A and Group B. The schools will follow the six- day cycle schedule as they do now. Students in Group A will attend school and follow their regular schedules on Monday and Tuesday.	In person instruction will occur 5 days a week for all students with safety measures in place. Additionally, a completely virtual option will be available. SVHS, SVMS, SVES - Develop layout for each room in the district to ensure current guidelines regarding separation among students and staff. Students and staff will maintain social distancing and wear masks.	Building Administrators	Social Distancing Markers for floor	No

	Students in Group B will attend school and follow their regular schedules on Thursday and Friday. Everyone will be online on Wednesdays. SVHS, SVMS, SVES - Develop layout for each room in the district to ensure current guidelines regarding separation among students and staff. Students and staff will maintain social distancing and wear masks.	When less than the current guidelines are possible, face coverings will be used.			
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	In addition to social distancing in the cafeteria, clear plastic distancing barriers will provide separation among students across tables. Limit the use of cafeterias and other congregate settings; Serve meals in settings when social distancing can be maintained. Require individual hand sanitizing/washing before and after eating. Grab and Go breakfast and lunch will be available for all students	In addition to social distancing in the cafeteria, clear plastic distancing barriers will provide separation among students across tables. All Buildings - Grab and Go breakfast and lunch will be available for all students regardless of Instructional Model.	Food Service Director/Building Administrators	Distancing Barriers	No

	regardless of Instructional Model.				
* **Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices**	Hygiene practices will be encouraged and signage will be posted. Disinfectant wipes and sprays will be used to clean touch points and countertop areas. Desks will be cleaned between students by the teacher.	Hygiene practices will be encouraged and signage will be posted. Disinfectant wipes and sprays will be used to clean touch points and countertop areas. Desks will be cleaned between students by the teacher.	Director of Buildings and Grounds/Building Administrators	Hand Sanitizer Sinks and soap and water Signage	No
* **Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs**	Signs will be posted in high traffic areas and online displaying the location-specific expectations regarding everyday protective measures and how to stop the spread of germs. These messages will be promoted digitally on the District website and through social media.	Signs will be posted in high traffic areas and online displaying the location-specific expectations regarding everyday protective measures and how to stop the spread of germs. These messages will be promoted digitally on the District website and through social media.	Director of HR Nurses Building Administrators	Signage	No
* **Identifying and restricting non-essential visitors and volunteers**	No visitors or volunteers allowed. Drop-off boxes and tables will be utilized within each building office. Meetings with parents and outside partners will be conducted digitally .	The number of visitors and volunteers will be significantly reduced and monitored. Drop-off boxes and tables will be utilized within each building office. Meetings with parents and outside partners will be conducted digitally whenever possible.	Office staff at each location	Drop-off boxes for each building office	No
* **Handling sporting activities for recess and**	In the elementary and middle school recess will take place in	In the elementary and middle school recess will take place in	Building Administrators and	Playground markers and cones	Yes

physical education classes consistent with the CDC Considerations for Youth Sports	designated areas and follow CDC guidelines. Physical Education courses will be conducted using the following guidance when possible: ● Utilize individual equipment ● Utilize outdoor spaces (weather permitting) ● Utilize multiple class spaces (gym, weight room, health room) ● Equipment that can be disinfected between classes will be used.	designated areas and follow CDC guidelines. Physical Education courses will be conducted using the following guidance when possible: ● Utilize individual equipment ● Utilize outdoor spaces (weather permitting) ● Utilize multiple class spaces (gym, weight room, health room) ● Equipment that can be disinfected between classes will be used.	Instructional Staff Members		
Limiting the sharing of materials among students	Materials required for students to engage in instructional activities will be distributed to the individual student or cleaned between multiple uses where possible.	Materials required for students to engage in instructional activities will be distributed to the individual student or cleaned between multiple uses where possible.	Building Principal and Instructional Staff Members	Cleaning supplies for these areas and equipment	No
Staggering the use of communal spaces and hallways	Hallways and common spaces will be used in a limited manner when possible. Students will be required to wear face coverings at all times and when using hallways or any other common area when maintaining the recommended social distance guidelines are not achievable.	Hallways and common spaces will be used in a limited manner when possible. Students will be required to wear face coverings at all times and when using hallways or any other common area when maintaining the recommended social distance guidelines are not achievable.	Building Principal, Physical Education teachers, and Head Coaches for athletic teams	N/A	No

Adjusting transportation schedules and practices to create social distance between students	Face coverings will be worn while boarding, departing, and riding the bus. Bus seats will be numbered and assigned for each route. Bus drivers will wear face coverings while students are boarding, departing, and riding.	Face coverings will be worn while boarding, departing, and riding the bus. Bus seats will be numbered and assigned for each route. Bus drivers will wear face coverings while students are boarding, departing, and riding.	Business Manager/Bus Contractor		No
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Students in grades K-2 will stay in the same classroom for their coursework whenever possible, grades 3-12 may have the ability to move from classroom to classroom, with the only exception being for students taking specialized coursework and related arts/electives. No large group instruction allowed.	Students in grades K-2 will stay in the same classroom for their coursework whenever possible, grades 3-12 may have the ability to move from classroom to classroom, with the only exception being for students taking specialized coursework and related arts/electives. No large group instruction allowed.	Building Principals	N/A	No
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified	Coordinate with Berks County Intermediate Unit on plan and protocol for childcare.	Coordinate with Berks County Intermediate Unit on plan and protocol for childcare.	Pandemic Coordinator/ Elementary School Principal	N/A	No

school-year calendars					
Other social distancing and safety practices	Use of outdoor space will be utilized, following school district policy for security when applicable.	Use of outdoor space will be utilized, following school district policy for security when applicable.	Building Principals	Sneeze guards face shields, and face coverings	No

Monitoring Student and Staff Health

Key Questions

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

Summary of Responses to Key Questions:

The Schuylkill Valley School District will adhere to the PA Department of Health guidance regarding signs and symptoms of COVID-19. Schuylkill Valley employees will self monitor each day prior to reporting to work. Families will be educated on the signs and symptoms of COVID-19 in order to monitor students prior to sending them to school. Employees and students that become symptomatic in school will be quarantined in the health suite, assessed immediately and possibly sent home from school for further evaluation. In the event of a COVID-19 positive case, the district will work with the Department of Health regarding exclusion and return to school timelines.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Monitoring students and staff for symptoms and history of exposure**	Refer to PA DOH/CDC resources and guidelines. Monitor for phase and requirement changes. Post signage at main entryways at district buildings requesting people who have been symptomatic not to enter the building. Create a symptoms checklist for parents to screen students daily at home prior to school arrival. Place this checklist online on the district's COVID-19 Resources & Information page.. Incorporate symptoms checklists into morning announcements at middle/high school levels. Faculty/staff and students prior to coming to school will self monitor temperatures and symptoms as	Monitor PA DOH guidelines for return to Red/Yellow status Post signage at main entryways at district buildings requesting people who have been symptomatic not to enter the building. Create a symptoms checklist for parents to screen students daily at home prior to school arrival. Place this checklist online on the district's COVID-19 Resources & Information page.. Incorporate symptoms checklists into morning announcements at middle/high school levels. Faculty/staff and students prior to coming to school will self monitor temperatures and symptoms as required by PA DOH/CDC guidelines.	Nurses Superintendent Director of Pupil Services and Learning Building Administrators	signage for entryways adequate numbers of contactless thermometers Symptoms reporting system for faculty/staff Adequate health room staffing Masks Gloves	Yes

	required by PA DOH/CDC guidelines. Monitor student/staff absenteeism rates and report to PA DOH if needed. Enforce that staff and students stay home if they have tested positive for COVID 19, have COVID 19 symptoms or have recent close contact with a person with COVID 19 until they meet PA DOH/CDC recommendations for return to work/school. Students and staff who appear to have symptoms or become sick during the day will be immediately separated from other students and staff and instructed to return home. Students and staff who are presumed or confirmed COVID-19 positive cannot report to campus until cleared to do so by a physician in writing.	Monitor student/staff absenteeism rates and report to PA DOH if needed. Enforce that staff and students stay home if they have tested positive for COVID 19, have COVID 19 symptoms or have recent close contact with a person with COVID 19 until they meet PA DOH/CDC recommendations for return to work/school. Students and staff who appear to have symptoms or become sick during the day will be immediately separated from other students and staff and instructed to return home. Students and staff who are presumed or confirmed COVID-19 positive cannot report to campus until cleared to do so by a physician in writing.			
* **Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure**	Refer to PA DOH/CDC resources and guidelines. Monitor for phase and requirement changes. Create an isolation room/area in each school to separate anyone who exhibits COVID-19 symptoms. If a student is not wearing a mask, a mask should be applied immediately while	Monitor PA DOH guidelines for return to Red/Yellow status Create an isolation room/area in each school to separate anyone who exhibits COVID-19 symptoms. If a student is not wearing a mask, a mask should be applied immediately while placed in an	Nurses Superintendent Director of Pupil Services and Learning Building Administrators	Predetermined Spaces	No

	placed in an isolation room. Health room staff should consider increased levels of PPE (i.e. use of N95 respirator, gown, gloves) while interacting with students/faculty and staff placed in isolation. Students will wear a mask. Health room staff will use an N95 mask, gown and gloves for students suspected on COVID-19. Create an isolation protocol for evaluation/disposition of students with COVID-19 symptoms. Establish a procedure for sick individuals to exit the building. Any areas/rooms occupied by a student or faculty/staff member who is identified as having COVID-19 symptoms should be cleared/closed and cleansed/disinfected per procedure before using space again. Create a school communication system for faculty/staff and families to self report symptoms and or confirmed COVID-19 cases.	isolation room. Health room staff should consider increased levels of PPE (i.e. use of N95 respirator, gown, gloves) while interacting with students/faculty and staff placed in isolation. Students will wear a mask. Health room staff will use an N95 mask, gown and gloves for students suspected on COVID-19. Create an isolation protocol for evaluation/disposition of students with COVID-19 symptoms. Establish a procedure for sick individuals to exit the building. Any areas/rooms occupied by a student or faculty/staff member who is identified as having COVID-19 symptoms should be cleared/closed and cleansed/disinfected per procedure before using space again. Create a school communication system for faculty/staff and families to self report symptoms and or confirmed COVID-19 cases. Work in collaboration with PA DOH to notify any students/faculty who had potential exposure to			

	Work in collaboration with PA DOH to notify any students/faculty who had potential exposure to COVID- 19 via contact tracing protocols.	COVID- 19 via contact tracing protocols.			
* **Returning isolated or quarantined staff, students, or visitors to school**	Refer to PA DOH/CDC resources and guidelines. Monitor for phase and requirement changes. Follow /reinforce isolation/quarantining parameters per CDC guidelines and PA DOH. If a student/staff member tests negative for COVID-19, the individual can return to school/work per recommended guidance. If a student/staff member tests positive for COVID-19 or does not get a COVID-19 test but has symptoms, the individual must not return to school/work per recommended guidance. Track estimated return to school/work dates of students and staff members in isolation and quarantine. Consider adding student/staff member symptom checklist/requirements to student and staff online handbooks.	Monitor PA DOH guidelines for return to Red/Yellow status Follow /reinforce isolation/quarantining parameters per CDC guidelines and PA DOH. If a student/staff member tests negative for COVID-19, the individual can return to school/work per recommended guidance. If a student/staff member tests positive for COVID-19 or does not get a COVID-19 test but has symptoms, the individual must not return to school/work per recommended guidance. Track estimated return to school/work dates of students and staff members in isolation and quarantine. Consider adding student/staff member symptom checklist/requirements to student and staff online handbooks.	Nurses Superintendent Director of Pupil Services and Learning Building Administrators	NA	No

Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Refer to PA DOH/CDC resources and guidelines. Monitor for phase and requirement changes.	Monitor PA DOH guidelines for return to Red/Yellow status	Superintendent Director of Pupil Services and Learning Nurse Director of HR Director of Instructional & Information Technology	Blackboard Connect Email DIstrict Website Social Media Outlets	No
Other monitoring and screening practices	The school nurses will communicate with the PA Department of Health and actively monitor all information that is relevant to the COVID-19 crisis.	The school nurses will communicate with the PA Department of Health and actively monitor all information that is relevant to the COVID-19 crisis.	Nurses	PA Department of Health website and email correspondence	No

Other Considerations for Students and Staff

Key Questions

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

Summary of Responses to Key Questions:

All staff and students will be required to wear a face covering when recommended social distancing guidelines are not possible. All students will be required to wear a face covering on the bus unless there is a medical reason preventing such action. We will continually monitor staff absences and advertise for substitutes while utilizing available resources. Protocols will be reviewed with all staff and substitutes. A social/emotional plan and resources will be established for staff and students.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff at higher risk for severe illness	Monitor PA DOH guidelines for phase and requirement changes. Employees were instructed to contact HR if they are at higher risk for severe illness and requesting accommodations. Review staff and student databases to identify those that may be at higher risk for severe illness. Provide remote learning exceptions for students and teleworking for staff who are at a higher risk for severe illness, when feasible.	Monitor PA DOH guidelines for phase changes. Use Sapphire Medical alerts to flag students who are at higher risk Provide periodic hygiene practice guideline reminders to staff. Require a note from a healthcare provider if it is safe for a high risk student or staff member to return to school. Employees were instructed to contact HR if they are at higher risk for severe illness and requesting accommodations. Review staff and student databases to identify those that	Director of HR Director of Pupil Services and Learning Nurses	Remote Learning options for students Devices Equipment	No

		may be at higher risk for severe illness. Provide remote learning exceptions for students and teleworking for staff who are at a higher risk for severe illness, when feasible.			

* Use of face coverings (masks or face shields) by all staff	Monitor PA DOH guidelines for phase and requirement changes. HR communicated staff face covering requirements in accordance with the PA DOH and CDC guidelines. Teach and reinforce use of face coverings among all staff.	Teach and reinforce use of face coverings among all staff. HR will communicate staff expectations for complying with face coverings in accordance with the PA DOH and CDC guidelines. Teach and reinforce use of face coverings among all staff. The PA DOH has published Guidance on Homemade Masks During COVID-19.	Director of HR Nurses Superintendent Director of Pupil Services and Learning Building Administrators	Masks and Face Shields	No
* Use of face coverings (masks or face shields) by older students (as appropriate)	All students and staff are required to wear face coverings. Refer to PA DOH/CDC resources and guidelines. ● Monitor for phase changes and requirements.	All students and staff are required to wear face coverings. Refer to PA DOH/CDC resources and guidelines. ● Monitor for phase changes and requirements.	Nurses Superintendent Director of Pupil Services and Learning Building Administrators	Masks and Face Shields	No

	● Teach and reinforce use of face coverings among all students. ● See CDC document for further considerations. The DOH has published Guidance on Homemade Masks During COVID-19	● Teach and reinforce use of face coverings among all students.			
Unique safety protocols for students with complex needs or other vulnerable individuals	● Individualized plans will be established for each student or employee who represents a higher risk condition.	● Individualized plans will be established for each student or employee who represents a higher risk condition.	Director of Pupil Services and Learning Supervisor of Special Education Nurses	NA	N
Strategic deployment of staff	● Reassign/hire staff as needed to meet changing needs.	● Reassign/hire staff as needed to meet changing needs.	Director of HR & Communications Superintendent, Directors, Principals	NA	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
Infectious Control ● Face Coverings ● Hand Washing (frequency, duration) ● Coughing ● Sneezing/Blowing Nose	Staff, Families, Elementary Students Middle and High Students	School Nursing Staff	Videos, PowerPoint presentations, email, or written formats	COVID-19 Stop the Spread of Germs Covid 19 Education Coronavirus disease 2019 (COVID-19) How To Protect Yourself Also see videos above in hygiene practices	June	Ongoing
Health Room/Isolation Room Processes	Staff, Students, Families	School Nursing Staff	Flow Chart	Covid 19 Educational materials	August	Ongoing

Trauma Informed training	Staff, Students	Director of Pupil Services and Learning School Psychologist School Counselors Supervisor of Special Education	Videos, PowerPoint presentations, email, or written formats	Trauma Informed Instructional Materials	August	Ongoing
Attendance Policies	Staff	Director of HR	Email	Attendance policies and absence reporting system instructions	August	Ongoing
Equity	Staff, Students, Families	Director of HR Director of Pupils and Learning	Videos, PowerPoint presentations, email, or written formats	Opening Day Keynote, Professional Development Materials	August	Ongoing
Mental Health Awareness	Staff	Director of HR	Email	EAP resources and website	August	Ongoing
Mental Health Awareness	Students	Instructional Staff	Professional development days	Presentations, media	August	Ongoing

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
Reopening Plan	All stakeholders	Director of Human Resources & Communications	Digital	7/2020	
General School Updates	All stakeholders	Director of Human Resources & Communications	Digital	8/2020	On-going
Health & Safety Measures	Staff and students	Director of Human Resources & Communications	Digital	6/26/2020	6/26/2020
Athletic Health and Safety Guidelines	Families of students grades 7-12	Director of Human Resources & Communications	Digital	6/23/2020	6/23/2020
Reopening Guidance	All Staff and Families	Director of Human Resources & Communications	Digital	6/5/2020	6/5/2020
SV School Reopening Feedback Survey	District families	Director of Human Resources & Communications	Digital	6/17/2020	6/22/2020

Health and Safety Plan Summary: Schuylkill Valley School District

Anticipated Launch Date: August 26, 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)**	Staff will continue to clean spaces as directed by the Director of Buildings & Grounds and will practice social distancing during the cleaning process. Standard cleaning practices will be followed at all times. All buildings HVAC systems will operate as normal to ensure proper ventilation of educational spaces. Bathrooms and high touched surfaces such as door knobs will be frequently cleaned. Bathrooms will be cleaned daily and checked frequently. High touched surfaces will be cleaned at least twice during the school day. Drinking fountains will be closed from access. Bus contractor will sanitize buses before morning and afternoon runs and at night.

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** * **Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms** * **Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices** * **Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs** * **Handling sporting activities consistent with the [CDC Considerations for Youth Sports](#) for recess and physical education classes** **Limiting the sharing of materials among students** **Staggering the use of communal spaces and hallways** **Adjusting transportation schedules and practices to create social distance between students** **Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students**	Under green phase, in-person instruction will occur 5 days a week for all students with safety measures as listed below. Additionally, a completely virtual option will be available. Under yellow phase no more than 25 students in a space at one time. We will divide the students in each building into two groups – Group A and Group B. The schools will follow the six-day cycle schedule as they do now. Students in Group A will attend school and follow their regular schedules on Monday and Tuesday. Students in Group B will attend school and follow their regular schedules on Thursday and Friday. Everyone will be online on Wednesdays. Schools will develop layouts for each room to ensure current guidelines regarding separation among students and staff. Students will be required to wear face coverings when maintaining a recommended amount of social distance is not achievable. Grab and Go breakfast and lunch will be available for all students regardless of Instructional Model. Students will be required to wear face coverings at all times and when using hallways or any other common area when maintaining the recommended social distance guidelines are not achievable.

Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars **Other social distancing and safety practices**	Hygiene practices will be encouraged. Disinfectant materials will be used to clear touch points and countertop areas. Signs will be posted in high traffic areas and online displaying the location-specific expectations regarding everyday protective measures and how to stop the spread of germs. These same messages will be promoted digitally on the District website and through social media. Desks will be cleaned between students by the teacher. Recess will take place in designated areas and will follow CDC guidelines. Physical Education courses will be conducted using the following guidance when possible: Utilize individual equipment Utilize outdoors (weather permitting) Utilize multiple class spaces (gym, weight room, health room) Equipment will be used that can be disinfected between classes. Face coverings will be worn while boarding, departing, and riding the bus. Students in grades K-2 will stay in the same classroom for their coursework whenever possible, grades 3-12 may have the ability to move from classroom to classroom, with the only exception being for students taking specialized coursework and related arts/electives. No large group instruction during both yellow and green phases.

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
* **Monitoring students and staff for symptoms and history of exposure** * **Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure** * **Returning isolated or quarantined staff, students, or visitors to school** **Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols**	All District staff will perform a symptom screening on themselves prior to leaving for work and will stay home if ill. Procedures will be established to address quarantining students, staff, or visitors based on PA DOH/CDC guidelines. State and federal guidelines will be used to determine when an isolated or quarantined staff, student, or visitor may return to school. The District will utilize several communication tools (email, messaging service, website, and social media) to notify staff, families, and the public of a school closure.

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
* **Protecting students and staff at higher risk for severe illness** * **Use of face coverings (masks or face shields) by all staff** * **Use of face coverings (masks or face shields) by older students (as appropriate** **Unique safety protocols for students with complex needs or other vulnerable individuals** **Strategic deployment of staff**	All students and staff are required to wear face coverings. All students will be required to wear a face covering on the bus unless there is a medical reason preventing such action. Individualized plans will be established for each student or employee who represents a higher risk condition.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Schuylkill Valley 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:

___9___ Yes

___0___ No

Affirmed on: July 27, 2020

By:

_____

(Signature* of Board President)

G. Dane Miller

(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.