

Western Wayne School District

Path to Reopening for K-12 Schools: Health and Safety Plan

The Western Wayne School District Health and Safety Plan outlines our school district's instructional and non-instructional school reopening activities for the 2020-2021 school year and was created in consultation with health agencies. All school activities are informed by [Governor Wolf's Process to Open Pennsylvania](#).

The Governor's plan 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. Depending upon the public health conditions in our county, 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 our county as being in the red, yellow, or green phase. There may be times that our county 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 in our local area. The Western Wayne School District Health and Safety Plan accounts for changing conditions to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

PROTOCOLS, POLICIES, AND PROCEDURES that have been developed reflect the current recommendations and considerations put forth by the Center for Disease Control, Local Health Departments, Pennsylvania Department of Health, the Pennsylvania Department of Education, American Academy of Pediatrics, and by orders and considerations of the Commonwealth of Pennsylvania. These items may be revised in the future to ensure compliance with future orders, recommendations, and considerations from the Center for Disease Control, Local Health Departments, Pennsylvania Department of Health, the Pennsylvania Department of Education, and the Commonwealth of Pennsylvania.

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| Addressing Community Spread in K-12 Schools <i>LEVEL OF COMMUNITY SPREAD (AS DETERMINED BY STATE AND LOCAL HEALTH OFFICIALS)</i> | | |
|---|---|--|
| Red Phase (Substantial Spread) | Yellow Phase (Minimal/Moderate Spread) | Green Phase (Low/No Spread) |
| <ul style="list-style-type: none"> • Schools that are closed, remain closed. Implement distance/remote learning (see Serving School Meals and Supporting Teaching and Learning). • Coordinate with local and state DPH health officials • Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible) • Close off affected areas and if possible, wait 24 hours before cleaning and disinfecting. • Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see Protecting Vulnerable Populations for considerations) • Schools remain closed and no sports are allowed in counties designated as being in the Red Phase. | <ul style="list-style-type: none"> • Schools may provide in-person instruction only in accordance with Department of Education guidance; Schools subject to CDC and Commonwealth Guidance • 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. • Establish and maintain communication with local and state DPH health officials. • Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible). • Implement enhanced social distancing measures. • Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. • COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. • Establish a protocol for students/staff who feel ill/experience symptoms when they come to school. • Isolate and deep clean impacted classrooms and spaces • Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness. • Districts have the authority and flexibility to close school buildings and utilize distance/remote learning as needed. • Schools may resume sports-related activities after developing a written Athletics- 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. | <ul style="list-style-type: none"> • Schools Subject to CDC and Commonwealth Guidance • 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. • Establish and maintain communication with local and state DPH health officials • Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible) • Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. • COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols • Establish a protocol for students/staff who feel ill/experience symptoms when they come to school. • Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness. • Schools may resume sports-related activities after developing a written Athletics 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. |

For additional guidance on addressing community spread, see the [CDC's Consideration for Schools](#)

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Western Wayne School District Decision Tree

The Western Wayne School District Path to Reopening for K-12 Schools not only provides considerations for school leaders as they develop plans for restarting school this fall but provides a flexible framework to address challenges that may develop throughout the 2020-2021 school year. Instead of a one-size-fits-all approach, the below the Western Wayne School District Decision Tree provides a menu of instructional models and responses districts can adopt to ensure the continued success and safety of students and staff members.

| Level of Community Spread <i>(as determined by state and local health officials)</i> | Red Phase (Substantial Spread) | Yellow Phase (Minimal/Moderate Spread) | | | Green Phase (Low/No Spread) |
|--|--|--|---|---|---|
| |  |  |  |  |  |
| Instructional Model <i>(as determined by local school entity)</i> | <p style="text-align: center;">Distance/Remote Learning</p> <p>Teaching and learning will be conducted using a School District driven online learning system and/or other distance/remote learning methods.</p> | <p style="text-align: center;">Distance/Remote Learning</p> <p>Teaching and learning will be conducted using a School District driven online learning system and/or other distance/remote learning methods.</p> | <p style="text-align: center;">Traditional</p> <p>Teaching and learning will be conducted in person at school on a regular five-day a week schedule. Schools will follow traditional school hours unless directed by the Pennsylvania Department of Education or other local emergency that would prevent a traditional instructional day.</p> | <p style="text-align: center;">Distance/Remote Learning</p> <p>Teaching and learning will be conducted using a School District driven online learning system and/or other distance/remote learning methods</p> | <p style="text-align: center;">Traditional</p> <p>Teaching and learning will be conducted in person at school on a regular five-day a week schedule.</p> |
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| Response (as determined by local school entity in partnership with local departments of public health and community stakeholders) | Extended Closure Close building(s) for at least 14 days | School Building(s) Implement distance/remoting learning Targeted Closure Isolate and disinfect affected areas -or- Short Term Closure Close for facility-wide deep cleaning | Open Implement more intensive mitigation strategies; encourage enhanced social distancing | School Building(s) Implement distance/remote learning Targeted Closure Isolate and disinfect affected areas - or- Short-term Closure Close for facility-wide deep cleaning | Open Implement preventative practices and additional proactive processes/protocols. |
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Type of Reopening

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); however, some students’ families may opt for district distance learning due to health and safety concerns and they should contact the district for options.**
- 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): **September 8, 2020**

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Pandemic Coordinator/Team

| Individual(s) | Stakeholder Group Represented | Pandemic Team Roles and Responsibilities |
|--|-----------------------------------|--|
| Dr. Matthew Barrett | All stakeholders | Both |
| Dr. Cynthia A LaRosa/Dr. Matthew Barrett | All Stakeholders | Both |
| Paul Gregorski/Jennifer Bradley | Secondary Education (Principals) | Both |
| Maria Miller/Justin Pidgeon | Elementary Education (Principals) | Both |
| Denise Johnson | Nursing/Health | Health/Safety Plan |
| Brian Seaman/Elizabeth Watson | Technology/Instructional Support | Both |
| Jennifer DeNike | Director of Special Education | Both |
| Beth Gregory | Early Intervention (WA/WH/WW) | Both |
| Joseph Dunda | Director of Building and Grounds | Both |
| Kathy Gershey | Transportation Secretary | Both |
| Rose Emmett | Taxpayers | Business Manager |

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Roles and Responsibilities for Health and Safety Preparedness and Response Planning

- Prevent accidents, injuries and work/school-related illnesses in the schools.
- Create and implement health and safety policies in accordance with the latest legislation and to ensure that these policies are implemented by staff.
- Create and implement health and safety procedures/protocols/practices in accordance with the latest guidance and recommendations for the Department of Health (DOH) and Center for Disease Control (CDC) and to ensure that these procedures/protocols/practices are implemented by staff.
- Create a Health and Safety Plan and ensure it's regularly updated to reflect any changes to the law and/or guidance from federal, state, and local health officials. It's their responsibility.
- Ensure that each member of staff is aware of and adheres to the Health and Safety Plan.
- Provide regular inspections and risk assessments, and ensure that any hazards or defects are rectified immediately.
- Maintain records and thoroughly investigate any accident, community spread illness, and recommend any improvements in health and safety standards if required.
- Provide training to all staff in health and safety issues, and advising them on protective clothing and equipment where necessary.
- Serve as the key point of contact for any member of staff who has a query or concern regarding the health and safety of the workplace.
- Work closely with management, as well as health and safety inspectors.

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Key Strategies, Policies, and Procedures

The action plan documents the Western Wayne School District thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools. The table below identifies a detailed summary describing the key strategies, policies, and procedures the Western Wayne School District will employ to ensure the health and safety of every stakeholder in the local education community. The information below provides key information that staff, students, and families will require to clearly understand the Western Wayne School District local plan for the phased reopening of schools.

| Requirements <i>Level of Community Spread (as determined by state and local health officials)</i> | Red Phase (Substantial Spread) | Yellow Phase (Minimal/Moderate Spread) | Green Phase (Low/No Spread) | Lead Individual and Position | Prof Devel. Y/N |
|---|---|--|--|--|-------------------------------|
| <i>Level of Community Spread (as determined by state and local health officials)</i> | Schools (for in-person instruction) and Most Child Care Facilities Closed | Schools may provide in-person instruction only in accordance with Department of Education guidance | Schools may provide in-person instruction only in accordance with Department of Education guidance | PA Dept. of Health | N |
| Section 1 Prevention Practices | Schools and Most Child Care Facilities Closed Only essential staff Prevention Practices Use social media and other communications to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols Encourage COVID-19 testing | All high-touch surfaces will be disinfected regularly, including water fountains, door handles, light switches, playground equipment, and student desks. Students and staff will be encouraged to use individual water bottles from home or disposable plastic bottles. All individuals in school will sanitize or wash their hands on a frequent basis. Hand sanitizer will be made available in all common areas, hallways, and/or in classrooms where sinks for handwashing are not | All high-touch surfaces will be disinfected regularly, including water fountains, door handles, light switches, playground equipment, and student desks. Students and staff will be encouraged to use individual water bottles from home or disposable plastic bottles. All individuals in school will sanitize or wash their hands on a frequent basis. Hand sanitizer will be made available in all common areas, hallways, and/or in classrooms where sinks for handwashing are not | Joe Dunda, Director of Building and Grounds | Y |

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| | <p>Cleaning, Sanitizing, Disinfecting, and Ventilation</p> <p>Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products.</p> <p>Clearing, Sanitizing, and Disinfecting</p> <ul style="list-style-type: none"> ● Continue routine cleaning and disinfecting for areas where minimal staff is utilizing facility ● Continue cleaning excessively touched items throughout day ● Areas not being used or occupied for 7 days or longer when reopening (virus does not live past the 7 day mark) <p>Materials, Resources and/or Supports Needed</p> <p><i>CDC Hand Hygiene:</i> https://www.cdc.gov/coronavirus/2019-ncov/hcp/hand-</p> | <p>available. Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible.</p> <p>Cleaning, Sanitizing, Disinfecting, and Ventilation</p> <p>Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products.</p> <p>Day shift custodial staff Continue every day responsibilities and tasks</p> <p>Clean excessively touched items throughout the day</p> <ul style="list-style-type: none"> ● door knobs ● hand railings ● light switches ● printer/copies ● water fountains is not disabled ● restrooms will be cleaned midday (using the proper PPE) <ul style="list-style-type: none"> ○ wet mopping with disinfectant ○ disinfecting toilets, urinals, sinks, paper | <p>available. Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible.</p> <p>Cleaning, Sanitizing, Disinfecting, and Ventilation</p> <p>Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products.</p> <p>Day shift custodial staff Continue every day responsibilities and tasks</p> <p>Clean excessively touched items throughout the day</p> <ul style="list-style-type: none"> ● door knobs ● hand railings ● light switches ● printer/copies ● water fountains is not disabled ● restrooms will be cleaned midday (using the proper PPE) <ul style="list-style-type: none"> ○ wet mopping with disinfectant ○ disinfecting toilets, urinals, sinks, paper | | |
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| | <p>hygiene.html</p> <p><i>CDC Disinfecting Your Facility:</i> https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html</p> <p><i>CDC Protect Yourself:</i> https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html</p> <p><i>CDC Symptoms:</i> https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html</p> <p><i>CDC COVID-19 and Children:</i> https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID-19-and-Children</p> <p><i>CDC Communication Resources:</i> https://www.cdc.gov/coronavirus/2019-ncov/communication/index.html</p> | <p style="text-align: center;">dispensers and partitions</p> <ul style="list-style-type: none"> ● Perform classroom cleaning between AM/PM classes <ul style="list-style-type: none"> ○ dry mop ○ wet mop ○ wipe down and disinfect hard surfaces <p>Night shift custodial staff Continue everyday responsibilities and tasks</p> <p>Any dirty surfaces will be washed with soap/water or cleaner before disinfecting</p> <p>Cleaning restrooms using proper PPE</p> <ul style="list-style-type: none"> ● wet mop with disinfectant ● disinfecting toilets, urinals, sinks, paper dispensers and partitions <p>Wipe down, clean and disinfect</p> <ul style="list-style-type: none"> ● chairs ● desks and tables ● doors, door handles, and door frames ● light switches ● computers ● phone ● counters ● corridor walls ● hand railings | <p style="text-align: center;">dispensers and partitions</p> <ul style="list-style-type: none"> ● Perform classroom cleaning between AM/PM classes <ul style="list-style-type: none"> ○ dry mop ○ wet mop ○ wipe down and disinfect hard surfaces <p>Night shift custodial staff Continue everyday responsibilities and tasks</p> <p>Any dirty surfaces will be washed with soap/water or cleaner before disinfecting</p> <p>Cleaning restrooms using proper PPE</p> <ul style="list-style-type: none"> ● wet mop with disinfectant ● disinfecting toilets, urinals, sinks, paper dispensers and partitions <p>Wipe down, clean and disinfect</p> <ul style="list-style-type: none"> ● chairs ● desks and tables ● doors, door handles, and door frames ● light switches ● computers ● phone ● counters ● corridor walls ● hand railings | | |
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| | | <p>Custodial/Maintenance PPE</p> <p>PPE will be utilized in coordinate with job duties performed and as indicating in guidelines set forth by the CDC and PA DOH.</p> <p>Ventilation</p> <ul style="list-style-type: none"> ● Adjust ventilation systems to allow fresh air to be introduced to the buildings through our HVAC systems ● Air filter changes will remain on the same schedule (excessive filter changes not necessary) ● Windows will be opened in areas where HVAC system is not capable of outside air transfer <p><u>Interim Recommendations for US Community Facilities with Suspected/Confirmed Coronavirus Disease 2019</u></p> <p>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <p>Staff and Students are expected to adhere to hygiene practices set forth by CDC and DOH. Personal Protective equipment will be utilized by</p> | <p>Custodial/Maintenance PPE</p> <p>PPE will be utilized in coordinate with job duties performed and as indicating in guidelines set forth by the CDC and PA DOH.</p> <p>Ventilation</p> <ul style="list-style-type: none"> ● Adjust ventilation systems to allow fresh air to be introduced to the buildings through our HVAC systems ● Air filter changes will remain on the same schedule (excessive filter changes not necessary) ● Windows will be opened in areas where HVAC system is not capable of outside air transfer <p><u>Interim Recommendations for US Community Facilities with Suspected/Confirmed Coronavirus Disease 2019</u></p> <p>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <p>Staff and Students are expected to adhere to hygiene practices set forth by CDC and DOH. Personal Protective equipment will be utilized by</p> | <p>Pandemic Coordinators/ Building Administrators</p> | |
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| | | <p>staff and students in accordance with current CDC and DOH recommendations. Handwashing toolkit Personal Protective Equipment Classroom Hygiene Procedure</p> <p>Hand soap and hand sanitizer will be provided with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas</p> <p>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs Signage will be posted at entrances, bathrooms, and throughout the facility. Signage to be Posted</p> <p>Limiting the sharing of materials among students Items should not be shared between students to reduce the spread of infectious bodily fluids. Items that may need to be shared should be disinfected in accordance with CDC and DOH guidelines after use.Hyper link to "Classroom Hygiene Plan"</p> <p>Turn off hallway water fountains. Students and staff will be encouraged to bring water from home. Water will be</p> | <p>staff and students in accordance with current CDC and DOH recommendations. Handwashing toolkit Personal Protective Equipment Classroom Hygiene Procedure</p> <p>Hand soap and hand sanitizer will be provided with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas</p> <p>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs Signage will be posted at entrances, bathrooms, and throughout the facility. Signage to be Posted</p> <p>Limiting the sharing of materials among students Items should not be shared between students to reduce the spread of infectious bodily fluids. Items that may need to be shared should be disinfected in accordance with CDC and DOH guidelines after use.Hyperlink to "Classroom Hygiene Plan"</p> <p>Turn off hallway water fountains. Students and staff will be encouraged to bring water from home. Water will be</p> | <p>Pandemic Coordinators/ Building Administrators</p> <p>Building Administrators</p> <p>Teachers</p> | |
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| | | <p>provided by modified fountains or other sources.</p> <p>Materials, Resources and/or Supports Needed Signage to be Posted Handwashing toolkit Types of PPE Add "Classroom Hygiene Procedure"</p> | <p>provided by modified fountains or other sources.</p> <p>Materials, Resources and/or Supports Needed Signage to be Posted Handwashing toolkit Types of PPE Add "Classroom Hygiene Procedure"</p> | | |
| <p>Summary of Responses to Key Questions:</p> <p>The buildings have been cleaned to ensure a safe return to the learning and office environment. The appropriate supplies have been ordered through our partner vendors to ensure appropriate supplies are on hand to adhere to the hygiene practices that are to be implemented. The enhanced cleaning procedures will be carried out daily to assist in the efforts to mitigate the spread of COVID-19. Staff has been trained through our online learning tool on signs and symptoms of COVID-19, when to stay home, best hygiene practices to follow. Supervisors will meet with staff on an ongoing basis to ensure compliance and address any issues.</p> | | | | | |
| <p>Section 2</p> <p>Transportation of Students</p> | <p>School buildings are closed.</p> | <p>Symptom screening will be done by all parents/guardians at home each morning before the school day. No children with symptoms will be sent on a bus or brought to school.</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Buses can operate with a maximum of two students per seat or three students from the same household, with the understanding that masks will be required of students while on the bus/van. Disinfect all high-touch surfaces on buses</p> | <p>Symptom screening will be done by all parents/guardians at home each morning before the school day. No children with symptoms will be sent on a bus or brought to school.</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Buses can operate with a maximum of two students per seat or three students from the same household, with the understanding that masks will be required of students while on the bus/vans. Disinfect all high-touch surfaces on buses at</p> | <p>Pandemic Coordinators</p> <p>Transportation Secretary</p> | <p>Y</p> |

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| | | <p>at least daily. Face coverings will be required in accordance with the orders set forth by the Commonwealth.</p> <p>Establish protocols for bus stops, loading/unloading students to minimize congregation of children from different households</p> <p>Other Strategies:</p> <ul style="list-style-type: none"> ● Provide assigned seating ● Symptomatic or sick students and transportation staff will not be permitted on the bus/van ● Provide hand sanitizer for students, bus driver, and monitors ● Bus drivers/monitors will be required to wash hands in accordance with handwashing infection control guidelines insert "handwashing protocol" ● No field trips will be provided until further notice ● No food or drink allowed on bus/van ● Clean and disinfect frequently touched surfaces on the bus/van after each scheduled run | <p>least daily. Face coverings will be required in accordance with the orders set forth by the Commonwealth.</p> <p>Establish protocols for bus stops, loading/unloading students to minimize congregation of children from different households</p> <p>Other Strategies:</p> <ul style="list-style-type: none"> ● Provide assigned seating ● Symptomatic or sick students and transportation staff will not be permitted on the bus/van ● Provide hand sanitizer for students, bus driver, and monitors ● Bus drivers/monitors will be required to wash hands in accordance with handwashing infection control guidelines insert "handwashing protocol" ● No field trips will be provided until further notice ● No food or drink allowed on bus/van ● Clean and disinfect frequently touched surfaces on the bus/van after each scheduled run ● Posters encouraging staying at home when | | |
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| | | <ul style="list-style-type: none"> ● Posters encouraging staying at home when sick, covering coughs and sneezes, and washing hands often will be placed on the bus in sight of all passengers ● Air out buses when not in use ● Transportation Contractors and Drivers will be educated on self-monitoring of health and well-being. ● Organized loading and unloading to include first on students to the back and continuing to load in back to front manner. First off sit in the front. ● Windows will be opened (based on temperature) to increase ventilation. ● Van Transportation will follow the same procedures. Similarly, van drivers must wear a mask and/or shield while students are in the vehicle. <p>Materials, Resources and/or Supports Needed Types of PPE Insert "Handwashing Protocol"</p> | <p>sick, covering coughs and sneezes, and washing hands often will be placed on the bus in sight of all passengers</p> <ul style="list-style-type: none"> ● Air out buses when not in use ● Transportation Contractors and Drivers will be educated on self-monitoring of health and well-being. ● Organized loading and unloading to include first on students to the back and continuing to load in back to front manner. First off sit in the front. ● Windows will be opened (based on temperature) to increase ventilation. ● Van Transportation will follow the same procedures. Similarly, van drivers must wear a mask and/or shield while students are in the vehicle. <p>Materials, Resources and/or Supports Needed Types of PPE Insert "Handwashing Protocol"</p> <p>CDC What bus transit operators need to know about COVID-19: https://www.cdc.gov/coronaviruses/2019-</p> | | |
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| | | <p>CDC What bus transit operators need to know about COVID-19: https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bus-transit-operator.html</p> <p>CDC Educational Materials: https://www.cdc.gov/non-pharmaceutical-interventions/tools-resources/educational-materials.html</p> | <p>ncov/community/organizations/bus-transit-operator.html</p> <p>CDC Educational Materials: https://www.cdc.gov/non-pharmaceutical-interventions/tools-resources/educational-materials.html</p> | | |
| <p>Summary of Responses to Key Questions: Symptom screening will be done by all parents/guardians at home each morning before the school day. No children with symptoms will be sent on a bus/van or brought to school. Regular clearing and airing out of the buses will be expected to assist in reducing transmission of germs. Regular hand washing and appropriate use of PPE will be expected. Training on infection control and appropriate use of PPE will be provided to all drivers.</p> | | | | | |
| <p>Section 3 Entering School Buildings</p> | <p>School buildings are closed; districts should require only that essential staff report in-person to carry out functions that are absolutely necessary.</p> <p>District/school leaders utilize virtual tools and platforms wherever possible to conduct essential business and keep in-person reporting to an absolute minimum during school closures</p> <p>Only essential staff report to in-person work</p> <p>Identifying and restricting non-essential visitors and volunteers</p> <ul style="list-style-type: none"> • No visitors will have | <p>Temperature screening will not be required upon entrance to school for students or staff. Symptom screening will be done by all parents/guardians at home each morning before the school day. No children with symptoms will be sent on a bus, van or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill.</p> <p>Identifying and restricting non-essential visitors and volunteers</p> <ul style="list-style-type: none"> • Visitors will be permitted | <p>Temperature screening will not be required upon entrance to school for students or staff. Symptom screening will be done by all parents/guardians at home each morning before the school day. No children with symptoms will be sent on a bus, van or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill.</p> <p>Identifying and restricting non-essential visitors and volunteers</p> <ul style="list-style-type: none"> • Visitors will be | <p>Building Administrators</p> | <p>Y</p> |

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| | <p>access to schools</p> <ul style="list-style-type: none"> • Lunch distribution volunteers will follow CDC guidelines for PPE <p><i>Materials, Resources and/or Supports Needed</i></p> | <p>on an as needed basis following building access procedures upon entrance</p> <ul style="list-style-type: none"> • Minimal movement around the facility is expected • Signage will be posted in hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. • Hand sanitizer provided to all staff, students, and visitors upon entering the building • Follow protocol for students/staff who feel ill/experience symptoms when they come to school See "Symptom Screening Flow Chart" • Designate entrance and exit flow paths • Screening of symptoms of illness will be required for staff and visitors prior to entering the school (Insert hyperlink for "COVID_19: Screening Checklist for Visitors and Staff" • Symptomatic or sick staff, students and visitors will not be | <p>permitted on an as needed basis following building access procedures upon entrance</p> <ul style="list-style-type: none"> • Minimal movement around the facility is expected • Signage will be posted in hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. • Hand sanitizer provided to all staff, students, and visitors upon entering the building • Limiting unnecessary congregations of students and staff • Follow protocol for students/staff who feel ill/experience symptoms when they come to school See "Symptom Screening Flow Chart" • Visitors call the front office before entering, screening of symptoms of illness will be required for prior to entering the school. • Screening of symptoms | | |
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| | | <p>permitted into the school</p> <ul style="list-style-type: none"> • Face coverings will be required for all visitors entering the building and while visiting the building in accordance with the orders set forth by the Commonwealth • Nonessential visitors and volunteer will be restricted <p>Materials, Resources and/or Supports Needed</p> <p>Insert hyperlinks for “signage to be posted”</p> | <p>of illness will be required for visitors prior to entering the school (Insert hyperlink for “COVID_19: Screening Checklist for Visitors and Staff”</p> <ul style="list-style-type: none"> • Symptomatic or sick staff, students and visitors will not be permitted into the school • Face coverings will be required for all visitors entering the building and while visiting the building in accordance with the orders set forth by the Commonwealth <p>Materials, Resources and/or Supports Needed</p> <p>Insert hyperlinks for “signage to be posted”</p> | | |
| <p>Summary of Responses to Key Questions: Temperature screening will not be required upon entrance to school for students or staff. Symptom screening will be done by all parents/guardians at home each morning before the school day. No children with symptoms will be sent on a bus/van or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill.</p> | | | | | |
| <p>Section 4</p> <p>Serving Meals</p> | <p>School buildings are closed.</p> <p>Practice established social distancing protocols</p> <p>Provide PPE to staff participating in meal preparation and distribution</p> | <p>In cafeterias, when feasible, individuals will be seated in staggered arrangements to avoid ‘across-the-table-” seating. Individuals will be required to sanitize or wash their hands prior to, and after, eating. Consider using assigned seating for students</p> | <p>In cafeterias, when feasible, individuals will be seated in staggered arrangements to avoid ‘across-the-table-” seating. Individuals will be required to sanitize or wash their hands prior to, and after, eating. Consider using assigned seating for students in</p> | <p>Building Administrators</p> | <p>Y</p> |

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| | <p>Reduce contact by utilizing “grab and go” meal distribution</p> | <p>in cafeterias and other congregate settings to help assist with contact tracing.</p> <p>Alternative Serving Models:</p> <ul style="list-style-type: none"> ● Serving meals in classrooms ● Serving meals in cafeterias with: <ul style="list-style-type: none"> ○ spaced serving lines (marked on floors) ○ spaced seating ○ longer meal periods for more staggered meal delivery ○ use of pre-packaged boxes or bags for each student instead of traditional serving line <p>Staff and students will be required to wash hands before and after meal service</p> <p>Face coverings will be required in accordance with the orders set forth by the Commonwealth</p> <p>Hand sanitizer will be provided for students and staff</p> | <p>cafeterias and other congregate settings to help assist with contact tracing.</p> <p>Alternative Serving Models:</p> <ul style="list-style-type: none"> ● Serving meals in classrooms ● Serving meals in cafeterias with: <ul style="list-style-type: none"> ○ spaced serving lines (marked on floors) ○ spaced seating ○ longer meal periods for more staggered meal delivery ○ use of pre-packaged boxes or bags for each student instead of traditional serving line <p>Staff and students will be required to wash hands before and after meal service</p> <p>Face coverings will be required in accordance with the orders set forth by the Commonwealth</p> <p>Hand sanitizer will be provided for students and staff</p> <p>Payment terminal is disinfected after each student use</p> <p>Disposable plates, utensils, etc. will be utilized</p> | | |
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| | | <p>Payment terminal is disinfected after each student use</p> <p>Disposable plates, utensils, etc. will be utilized</p> <p>No sharing of foods and utensils permitted</p> <p>Spaced lines marked to enter the cafeteria and serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use</p> <p>Cleaning of cafeterias and high-touch surfaces throughout the school day will be conducted after each meal service</p> <p>Posters encouraging covering coughs and sneezes, and washing hands often will be placed in cafeteria in sight of all students and staff</p> <p>Materials, Resources and/or Supports Needed Types of PPE</p> <p>CDC Educational Materials: https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html</p> | <p>No sharing of foods and utensils permitted</p> <p>Spaced lines marked to enter the cafeteria and serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use</p> <p>Cleaning of cafeterias and high-touch surfaces throughout the school day will be conducted after each meal service</p> <p>Posters encouraging covering coughs and sneezes, and washing hands often will be placed in cafeteria in sight of all students and staff</p> <p>Materials, Resources and/or Supports Needed Types of PPE</p> <p>CDC Educational Materials: https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html</p> | | |
| <p>Section 5</p> <p>Social Distancing and</p> | <p>Schools and Most Child Care Facilities Closed</p> <p>Only essential staff</p> | <p>Classroom/learning space occupancy</p> <p>Six foot distancing is encouraged for classroom</p> | <p>Classroom/learning space occupancy</p> <p>Six foot distancing is encouraged for classroom</p> | | |

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| <p>Other Safety Protocols</p> | <p>Materials, Resources and/or Supports Needed</p> | <p>seating - a lesser distance is acceptable if six feet is not achievable to meet the needs of students. In those cases, seating should be targeted for no less than a minimum spacing of three feet. Classroom configurations will be altered for maximal social distancing as feasible. For example staggered rows of desks all facing the same direction, with limitations on face-to-face seating.</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>It is recommended that classrooms have a maximum of 25-30 persons where feasible.</p> <p>Teachers will implement strategies to reduce movement during class.</p> <p>Students closest to the door will exit class first.</p> <p>High-traffic hallway use will be limited when feasible, by either staggering the end of classroom periods to reduce the number of students in the hallways simultaneously, and/or by requiring masking.</p> | <p>seating - a lesser distance is acceptable if six feet is not achievable to meet the needs of students. In those cases, seating should be targeted for no less than a minimum spacing of three feet. Classroom configurations will be altered for maximal social distancing as feasible. For example staggered rows of desks all facing the same direction, with limitations on face-to-face seating.</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>It is recommended that classrooms have a maximum of 25-30 persons where feasible.</p> <p>Teachers will implement strategies to reduce movement during class.</p> <p>Students closest to the door will exit class first.</p> <p>High-traffic hallway use will be limited when feasible, by either staggering the end of classroom periods to reduce the number of students in the hallways simultaneously, and/or by requiring masking.</p> | | |
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| | | <p>In cafeterias, when feasible, individuals will be seated in staggered arrangements to avoid “across-the-table” seating. Individuals will be required to sanitize or wash their hands prior to, and after, eating. Consider using assigned seating for students in cafeterias and other congregate settings to help assist with contact tracing.</p> <p>Other social distancing and safety practices Insert “Building Access Protocol”, “Classroom Hygiene Procedures” and “Handwashing Toolkit”</p> <p>Materials, Resources and/or Supports Needed Insert “Signage to be Posted”, “Handwashing toolkit”, “Types of PPE” and “Classroom Hygiene Procedures”.</p> <p>Floor Markings</p> | <p>In cafeterias, when feasible, individuals will be seated in staggered arrangements to avoid “across-the-table” seating. Individuals will be required to sanitize or wash their hands prior to, and after, eating. Consider using assigned seating for students in cafeterias and other congregate settings to help assist with contact tracing.</p> <p>Other social distancing and safety practices Insert “Building Access Protocol”, “Classroom Hygiene Procedures” and “Handwashing Toolkit”</p> <p>Materials, Resources and/or Supports Needed Insert “Signage to be Posted”, “Handwashing toolkit”, “Types of PPE” and “Classroom Hygiene Procedures”.</p> <p>Floor Markings</p> | | |
| <p>Summary of Responses to Key Questions: Classroom space will be utilized to ensure the maximum amount of distancing between students is possible.</p> | | | | | |
| <p>Section 6 Transitioning in Congregate Settings</p> | <p>School buildings are closed</p> | <p>Restricting the use of cafeterias and other congregate settings</p> <p>High-traffic hallway use will be limited when feasible, by either staggering the end of classroom periods to reduce</p> | <p>Restricting the use of cafeterias and other congregate settings</p> <p>High-traffic hallway use will be limited when feasible, by either staggering the end of classroom periods to reduce</p> | <p>Building Administrators</p> | <p>Y</p> |

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| | | <p>the number of students in the hallways simultaneously, and/or by requiring masking.</p> <p>In cafeterias, when feasible, individuals will be seated in staggered arrangements to avoid “across-the-table” seating. Individuals will be required to sanitize or wash their hands prior to, and after, eating. Consider using assigned seating for students in cafeterias and other congregate settings to help assist with contact tracing.</p> <p>District/School Serving Meals Considerations:</p> <ul style="list-style-type: none"> ● Allow student hand washing before and after meal service ● Provide hand sanitizer for students and staff ● Use disposable plates, utensils, etc. ● Mark spaced lines to enter and cafeteria and serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use ● Conduct cleaning of cafeterias and high-touch surfaces <p>Staggering the use of communal spaces and hallways</p> | <p>the number of students in the hallways simultaneously, and/or by requiring masking.</p> <p>In cafeterias, when feasible, individuals will be seated in staggered arrangements to avoid “across-the-table” seating. Individuals will be required to sanitize or wash their hands prior to, and after, eating. Consider using assigned seating for students in cafeterias and other congregate settings to help assist with contact tracing.</p> <p>District/School Serving Meals Considerations:</p> <ul style="list-style-type: none"> ● Allow student hand washing before and after meal service ● Provide hand sanitizer for students and staff ● Use disposable plates, utensils, etc. ● Mark spaced lines to enter and cafeteria and serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use ● Conduct cleaning of cafeterias and high-touch surfaces <p>Staggering the use of communal spaces and hallways</p> | | |
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| | | <p>High-traffic hallway use will be limited when feasible, by either staggering the end of classroom periods to reduce the number of students in the hallways simultaneously, and/or by requiring masking.</p> <p>District/School Transitioning Considerations:</p> <ul style="list-style-type: none"> ● Limit mixing between groups (to the extent practicable) ● For class changes and other transitions throughout the school days- <ul style="list-style-type: none"> ○ Provide additional time for transitions ○ Designate areas of the hallway (lanes) as flow paths to keep students separated ○ Plan staggered class (ex: by hall, odd/even rooms, numbers, etc) changes to decrease number of students in hallways at one time ○ Have the same group of | <p>High-traffic hallway use will be limited when feasible, by either staggering the end of classroom periods to reduce the number of students in the hallways simultaneously, and/or by requiring masking.</p> <p>District/School Transitioning Considerations:</p> <ul style="list-style-type: none"> ● Limit mixing between groups (to the extent practicable) ● For class changes and other transitions throughout the school days- <ul style="list-style-type: none"> ○ Provide additional time for transitions ○ Designate areas of the hallway (lanes) as flow paths to keep students separated ○ Plan staggered class (ex: by hall, odd/even rooms, numbers, etc) changes to decrease number of students in hallways at one time ○ Have the same group of students stay with the same | | |
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| | | <p style="text-align: center;">students stay with the same taff (all day for young children an as much as feasible for older children)</p> <p>Materials, Resources and/or Supports Needed</p> | <p style="text-align: center;">taff (all day for young children an as much as feasible for older children)</p> <p>Materials, Resources and/or Supports Needed</p> | | |
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| <p>Section 7</p> <p>Large Group Gatherings</p> | <p>School buildings are closed</p> <p>Abide by the maximum number of people allowed as defined by Governor’s current statewide order</p> | <p>Gathering of no more than 25 people permitted per Governor’s order. Health and safety guidance from the CDC and DOC will be followed.</p> <p>Preventative measures in place:</p> <ul style="list-style-type: none"> ● Abide by the maximum number of people allowed to congregate as defined by the Governor. ● Discourage the congregation of students in parking lots and common areas ● Stagger the schedule for large group gatherings (i.e. recess and school meals) ● Identify and utilize large spaces (gyms) ● Auditoriums, outside spaces (as weather permits) for social distancing ● Face coverings will be required in accordance | <p>Gathering of no more than 250 people permitted per Governor’s order. Health and safety guidance from the CDC and DOC will be followed.</p> <p>Preventative measures in place:</p> <ul style="list-style-type: none"> ● Abide by the maximum number of people allowed to congregate as defined by the Governor. ● Discourage the congregation of students in parking lots and common areas ● Stagger the schedule for large group gatherings (i.e. recess and school meals) ● Identify and utilize large spaces (gyms) ● Auditoriums, outside spaces (as weather permits) for social distancing ● Face coverings will be required in accordance | | |

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| | | with the orders set forth by the Commonwealth | with the orders set forth by the Commonwealth” | | |
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| Section 8 Teaching and Learning | <p>School buildings are closed</p> <p>All instruction must be provided via remote learning, whether using digital or non-digital platforms and school entities will adhere to the Continuity of Education Plan</p> | <p>Traditional Instructional Model</p> <ul style="list-style-type: none"> ● Schools can deliver traditional instruction under minimal /moderate spread by implementing the recommendations outlined in this guidance ● District or school-wide distance/remote learning is allowable and an individual decision of each student/family ● Use scheduling to balance class numbers as much as possible to ensure maximal social distancing ● Physical interaction will be limited through partner or group work ● 6 ft. distance will be established between the teacher's desk/board and student's desks ● Utilize large spaces (i.e. gyms, auditoriums, outside spaces - as weather | <p>Traditional Instructional Model</p> <ul style="list-style-type: none"> ● Schools can deliver traditional instruction under minimal /moderate spread by implementing the recommendations outlined in this guidance ● District or school-wide distance/remote learning is allowable and an individual decision of each student/family ● Standard operating procedures will be implemented while taking preventative measures. <p>Target interventions and supports:</p> <ul style="list-style-type: none"> ● Provide additional instructional supports to students at-risk of not graduating on time; students with disabilities; students who struggled in the prior distance/remote learning environment; | Administrative team | |

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| | | <p>permits) for social distancing</p> <p>Hybrid Instructional Models</p> <ul style="list-style-type: none">• Hybrid models should only be implemented if absolutely necessary and after factoring in additional logistical requirements/costs as well as childcare requirements placed on working families and unnecessary burden on staff• Special education students will be encouraged to continue in person instruction as these students often rely on daily routines and social interactions to address their individual learning needs• Special education students that are vulnerable and high risk for illness will be encouraged to continue remote instruction as these students' health can be affected by COVID-19. <p>Schedules Alternating days: students would be divided into 2 groups.</p> | <p>other students identified as being behind academically by teachers and parents</p> | | |
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| | | <p>Groups would alternate face-to-face and virtual instruction during the week.</p> <p>For example, Group A would attend school week one as follows: Monday, Wednesday and Friday and remotely the remainder of the week. Group B would attend Tuesday and Thursday and work remotely the other days of the week. Week two as follows: Group A Tuesday and Thursday and work remotely the other days of the week. Group B would attend school as follows: Monday, Wednesday and Friday and remotely the remainder of the week, and so on.</p> | | | |
| <p>Instructional Hours: Schools are required to provide students with a minimum of 180 days of instruction and 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level.</p> | | | | | |
| <p>Section 9 Behavioral Health Supports (Social and</p> | <p>Link(s) to services in Wayne County</p> | <p>Link(s) to services in Wayne County</p> | <p>This section will be updated to include link(s) to services in Wayne County</p> | | |

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| Emotional Learning Goals) | | | | | |
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| <p>Section 10</p> <p>Protecting Students and Staff at High Risk for Severe Illness</p> | <p>Schools Closed</p> <p>Only essential staff</p> | <p>Protecting students and staff at higher risk for severe illness</p> <ul style="list-style-type: none"> ● All students and staff of higher risk are always recommended to wear a facial covering, to maintain social distancing, and to follow hygiene protocols All higher risk staff working in close proximity (less than 3 feet) from an unmasked student, are required to wear a face covering, or a physical barrier. STaff and students must always possess a face covering on their person. <p>Use of face coverings Face coverings will be required in accordance with the orders set forth by the Commonwealth.</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <ul style="list-style-type: none"> ● Allow vulnerable students to complete coursework virtually ● Allow an early | <p>Protecting students and staff at higher risk for severe illness</p> <ul style="list-style-type: none"> ● All students and staff of higher risk are always recommended to wear a facial covering, to maintain social distancing, and to follow hygiene protocols All higher risk staff working in close proximity (less than 3 feet) from an unmasked student, are required to wear a face covering, or a physical barrier. STaff and students must always possess a face covering on their person. <p>Use of face coverings Face coverings will be required in accordance with the orders set forth by the Commonwealth</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <ul style="list-style-type: none"> ● Allow vulnerable students to complete coursework virtually <p>Allow an early transition for</p> | | |

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| | | <p>transition for vulnerable students to go to classes.</p> <p>Materials, Resources and/or Supports Needed</p> | <p>vulnerable students to go to classes.</p> <p>Materials, Resources and/or Supports Needed</p> <p>https://www.governor.pa.gov/COVID-19/business-guidance/</p> | | |
| <p>Section 11</p> <p>When a Student, Staff Member, or Visitor Becomes Sick at School</p> | <p>School buildings are closed.</p> <p>Monitoring staff for symptoms and history of exposure Staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Hyperlink to "Screening Questions".</p> <p>Isolating or quarantining staff if they become sick or demonstrate a history of exposure Hyperlink to "Screening and Exposure Protocol"</p> <p>Returning isolated or quarantined staff to school Hyperlink to "Screening and Exposure Protocol"</p> <p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols Insert detailed specific plan and</p> | <p>Monitoring students and staff for symptoms and history of exposure Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Hyperlink to "Screening Questions".</p> <p>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure Hyperlink to "Screening and Exposure Protocol"</p> <p>Returning isolated or quarantined staff, students, or school visitors to school Hyperlink to "Screening and Exposure Protocol"</p> <p>Notifying staff, families, and the public of school closures and within-school-year</p> | <p>Monitoring students and staff for symptoms and history of exposure Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Hyperlink to "Screening Questions".</p> <p>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure Hyperlink to "Screening and Exposure Protocol"</p> <p>Returning isolated or quarantined staff, students, or school visitors to school Hyperlink to "Screening and Exposure Protocol"</p> <p>Notifying staff, families, and the public of school closures and within-school-year</p> | | |

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| | <p>procedures</p> <p>Other monitoring and screening practices Insert "Faculty and Staff COVID-19 Safety Agreement"</p> <p>Materials, Resources and/or Supports Needed When You Can be Around Others After You Had or Likely Had COVID-19</p> <p>COVID-19 Communications Resources AHA</p> | <p>changes in safety protocols Insert district specific information</p> <p>Materials, Resources and/or Supports Needed When You Can be Around Others After You Had or Likely Had COVID-19</p> <p>COVID-19 Communications Resources AHA</p> | <p>changes in safety protocols Insert district specific information</p> <p>Materials, Resources and/or Supports Needed When You Can be Around Others After You Had or Likely Had COVID-19</p> <p>COVID-19 Communications Resources AHA</p> | | |
| <p>Section 12</p> <p>Sports and ExtraCurricular Activities</p> | <p>School buildings are closed; districts should require only that essential staff report in-person to carry out functions that are absolutely necessary.</p> | <p>PK-12 Athletics Health and Safety Plan (see attached)</p> | <p>PK-12 Athletics Health and Safety Plan (see attached)</p> | | |
| <p>Section 13</p> <p>Other</p> | | <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendar</p> <p>Materials, Resources and/or Supports Needed Insert hyperlink for "COVI-19</p> | <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendar</p> <p>Materials, Resources and/or Supports Needed Insert hyperlink for "COVI-19</p> | | |

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| | | Physical Intervention and Restraint Protocols”, “Faculty and Staff COVID-19 Safety Agreement”, and “Safety Drill Plans and Response”. | Physical Intervention and Restraint Protocols”, “Faculty and Staff COVID-19 Safety Agreement”, and “Safety Drill Plans and Response”. | | |
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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. Professional learning plans is documented with the following components listed in the table below:

| Topic | Audience | Lead Person and Position | Session Format | Materials, Resources, and/or Supports Needed | Start Date | Completion Date |
|-------|--------------------------|--------------------------|----------------|--|------------|-----------------|
| | Administration | | | | | |
| | Instructional Staff | | | | | |
| | Secretaries | | | | | |
| | Cleaning Staff | | | | | |
| | Instructional Assistants | | | | | |
| | Transportation Staff | | | | | |
| | Cafeteria Staff | | | | | |

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Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules is 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. Health and Safety Plan Communications is documented with the following components listed in the table below:

| Topic | Audience | Lead Person and Position | Mode of Communications | Start Date | Completion Date |
|--------------------------|--------------|--------------------------|---|------------|-----------------|
| Safe Reopening of School | All Families | Superintendent | Automated call, website article, social media posts | | |
| Safe Reopening of School | All Staff | Superintendent | Email | | |
| | | | | | |
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Western Wayne School District Path to Reopening for K-12 Schools: Health and Safety Plan

RESOURCES:

Regional Members of Pandemic Committees:

Committees included members from Wallenpaupack, Wayne Highlands and Western Wayne School Districts, and local health officials. The purpose of the committees was to plan and prepare for reopening schools for the 2020-21 school year. Due to COVID-19, reopening schools needed to be adapted/modified to incorporate safety and health guidance for all students, staff, and school community. The committees examined guidance and routines used to prepare for the 2020-21 school year and develop alternative means for accomplishing the needed outcomes. The plans incorporated social distancing and remote learning alternatives to provide education and services throughout the various phases of re-opening directed by the state of Pennsylvania and the Department of Health and recommendations by CDC. Special accommodations were considered and implemented for students and staff that are at high risk for exposure to infectious disease.

Resources:

- CDC Considerations for Schools: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
- CDC the Schools Decision Tree: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>
- CDC the Interim Guidance for Schools and Day Camps: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf#page=46>
- Process to Reopen Pennsylvania: <https://www.governor.pa.gov/process-to-reopen-pennsylvania/>
- CDC People Who Need Extra Precautions: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html>
- CDC Print Resources: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>
- CDC Considerations for Youth Sports: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html>
- PA Guidance for Businesses Permitted to Operate During the COVID-19 Disaster Emergency to Ensure the Safety and Health of Employees and the Public: <https://www.governor.pa.gov/wp-content/uploads/2020/06/20200504-COVID-19-Business-Guidance.pdf>
- DOH Guidance on Home Isolation or Quarantine and Returning to Work: <https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Quarantine-Isolation%20Work%20Guidance.pdf>
- CDC Important Information About Your Cloth Face Coverings: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-coverings-information.pdf>
- Guidance on Homemade Masks During COVID-19: <https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Homemade%20Mask%20Guidance.pdf>
- PA COVID-19 PPE and Supplies Business-2-Business Interchange Directory: <https://dced.pa.gov/pa-covid-19-medical-supply-portals/pennsylvania-covid-19-ppe-supplies-business-2-business-b2b-interchange-directory/>
- CDC How to clean and disinfect: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

Western Wayne School District

Path to Reopening for K-12 Schools: Health and Safety Plan

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Western Wayne School District reviewed and approved the Phased School Reopening Health and Safety Plan on August 5, 2020.

The plan was approved by a vote of:

Yes

No

Affirmed on: **August 5, 2020**

By:

Signature of Board President

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.