



# ARP ESSER Health and Safety Plan Guidance & Template

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Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021.

**Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:

- a. Universal and correct wearing of [masks](#);
- b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
- c. [Handwashing and respiratory etiquette](#);
- d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
- e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
- f. [Diagnostic](#) and screening testing;
- g. Efforts to provide COVID-19 [vaccinations to school communities](#);
- h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
- i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

\* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

## **Additional Resources**

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

## Health and Safety Plan Summary: **Western Wayne School District**

Initial Effective Date: **(INSERT DATE)**

Date of Last Review: **(INSERT DATE WHEN LAST REVIEWED AND APPROVED BY THE GOVERNING BOARD)**

Date of Last Revision: **(INSERT DATE WHEN LAST REVISED AND APPROVED BY THE GOVERNING BOARD)**

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

**The Western Wayne School District developed a Health and Safety Plan in collaboration with our administrators, employees, and local health officials (Wayne Memorial Hospital and the Department of Health). The district will continue to revise the Health and Safety plan based on the recommendations provided by the CDC and DOH, as well as local officials.**

How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

**The Western Wayne School District will continue to evaluate the needs of our students and staff. This year, students will have greater access to remediation and enrichment opportunities. In addition, the district anticipates after-school tutoring and a summer program for 2022.**

**Faculty and staff will receive additional social, emotional, and mental health training during the 2021-2022 school year. School counselors, social workers, behavior specialist, and therapists are available to provide a continuum of services to students in the school setting, thus minimizing the disruption of the school day and eliminating potential barriers for families. Students at the secondary level will receive Social Emotional Learning (SEL) and trauma-informed lessons. Elementary students will participate in guidance lessons in the classroom presented by school counselors.**

2. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>a. Universal and correct wearing of <a href="#">masks</a>;</p>	<ul style="list-style-type: none"> <li>• Per the Pennsylvania State DOH, the mask wearing mandate has expired.</li> <li>• Students and staff are welcomed, but not required to wear masks while inside or outside of the school building, or on district-provided transportation, as per CDC recommendations.</li> <li>• As circumstances with the pandemic change, mask mandate procedures may be modified.</li> </ul>
<p>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</p>	<ul style="list-style-type: none"> <li>• Teachers and staff will continue utilizing seating charts to assist in the event to contact tracing.</li> <li>• As circumstances with the pandemic change, physical/social distancing procedures may be modified.</li> </ul>
<p>c. <a href="#">Handwashing and respiratory etiquette</a>;</p>	<p>To prevent the spread of germs during the Covid-19 pandemic, you should also wash your hands with soap and water for at least 20 seconds or use a hand sanitizer with at least 60% alcohol to clean hands BEFORE and AFTER:</p> <ul style="list-style-type: none"> <li>• Touching your eyes, nose, or mouth</li> <li>• Touching your mask</li> <li>• Entering and leaving a public place</li> <li>• Touching an item or surface that may be touched by many people (door handle, table, etc.).</li> </ul> <p>Signage will be posted throughout the schools encouraging proper hand sanitation.</p> <p>Hand sanitizer dispensers will be placed throughout the school for student/staff use.</p> <p>Staff and Students are expected to adhere to hygiene practices set forth by CDC and DOH. Hand soap and hand</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>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>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</p>	<p>Implement/continue daily deep cleaning and sanitation procedures in buildings along with the increased/additional cleaning of high touch points and bathrooms in accordance with facility usage. All cleaning supplies and procedures will be in accordance with local, state, federal, CDC and Department of Health recommendations.</p> <p>Disinfectant wipes, gloves, and/or sanitizer will be available in offices and classrooms where staff and students can clean surfaces throughout the school day.</p> <p>Modified use of water fountains. Encourage use of water bottles from home or provide water bottles, when possible.</p> <p>Staff and Students are expected to adhere to hygiene practices set forth by CDC and DOH. 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>Operations and Maintenance staff use approved disinfectant and a cleaning process of high-touch surfaces.</p> <p>All building HVAC systems are regularly inspected, air filters are changed frequently and where available, additional fresh air will be increased. Buildings will maintain proper temperatures and air circulation.</p> <p>All HVAC systems have been equipped with bi-polar ionization equipment, which is highly effective at removing Covid-19 and other airborne viruses from the air.</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>e. <a href="#">Contact tracing</a> in combination with <a href="#">isolation</a> and <a href="#">quarantine</a>, in collaboration with the State and local health departments;</p>	<p>Contact tracing:</p> <ul style="list-style-type: none"> <li>• Close contacts (and families of close contacts in the K-12 school setting), in accordance with applicable privacy and other laws, will be informed of exposure as soon as possible after they are notified that someone in the K-12 school or IHE has tested positive for or been diagnosed with COVID-19.</li> </ul> <p>Isolation and Quarantine: Follow CDC/DOH recommendations.</p>
<p>f. <a href="#">Diagnostic</a> and screening testing;</p>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• If a student presents symptoms in school, the school nurse or administrator may recommend the student contact their healthcare provider for a Covid test.</li> </ul>
<p>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</p>	<ul style="list-style-type: none"> <li>• WWSD schools will continue offering our school buildings as a site location for vaccinations (students, staff, and the community).</li> <li>• On-site vaccination efforts will continue to be coordinated with Wayne Memorial Hospital. WWSD will help to facilitate these clinics through advertisement, personnel, and administrative resources.</li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>Health and safety policies will be implemented in all students in mind. When special considerations arise regarding students with disabilities, the Health and Safety Plan Committee can re-organize, develop and implement a new strategy specific to the needed accommodation.</p>
<p>i. Coordination with state and local health officials.</p>	<p>WWSD will meet as needed with Wayne Memorial Hospital and the other local school districts to stay abreast of the every changing climate of the pandemic. We are fortunate to have a community hospital that is dedicated to the students and families that we serve. In addition, WWSD continues to have ongoing conversation and collaboration with our Pike and Wayne County Department of Health Officials and the Pike and Wayne County Emergency Management Officials.</p>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **(INSERT NAME OF LEA)** reviewed and approved the Health and Safety Plan on **(INSERT DATE: MONTH, DAY, YEAR)**.

The plan was approved by a vote of:

\_\_\_\_\_ **Yes**

\_\_\_\_\_ **No**

Affirmed on: **(INSERT DATE: MONTH, DAY, YEAR)**

By:

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*(Signature\* of Board President)*

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*(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.