

West Chester Area School District

Phased School Reopening Health and Safety Plan

Approved August 3, 2020

Revisions Board approved - September 29, 2020

Revisions Board Approved – October 26, 2020

The West Chester Area School District Health and Safety Plan was created in accordance with the advice provided by medical officials, guidelines from the PA Department of Education, Centers for Disease Control, Chester County Health Department (CCHD), and PA Department of Health. The writing of this plan has taken into consideration input from parents, staff, and students. All updates to this plan and information about [Reopening of Schools](#) can be found on the West Chester Area School District Website. The purpose of this plan is to achieve the following goals:

- Maximize the protection of students, staff, and families while taking reasonable precautions.
- Provide safe, educational programs for students.
- Establish clear communication protocols to ensure that parents, staff, students, and community members receive accurate and timely information regarding the operations of schools.
- Provide flexibility for parents and staff to move in and out of “in-person,” hybrid, or remote instruction.
- Provide essential services and resources to students to address anxiety and/or mental health concerns.

The West Chester Area School District (WCASD) recognizes that there are no optimal ways to open schools during a pandemic. The goal is to safely continue school instruction. We also recognize that the Governor of Pennsylvania has structured the reopening of Pennsylvania into three phases: red, yellow, and green. These designations signal how counties and/or regions may begin easing some restrictions on schools, and we recognize that our plans must be fluid in order to move in and out of each phase. Currently:

- 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. West Chester Area School District will operate schools in a Remote Learning format when in this phase. Instruction will be delivered in a combination of synchronous and asynchronous classes.
- 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. Gatherings of people will follow CCHD and/or mandates from the governor’s office. The WCASD plan is written to be flexible in both yellow and green phases but begins with a hybrid schedule to achieve 6 feet of social distancing.

Our plan is written with the following assumptions:

- **There will not be a cure, or vaccine for the Covid-19 virus for the start of the school year.** (August 31, 2020)
- **The district has limited funding for the purpose of opening schools.** Because of the size of our district (16 schools and 12,000 students), with more than 2.2 million square feet of building space to maintain, our funds must be spent wisely for the purpose of providing the safest possible learning environment for students and staff.

In order to phase in for face-to-face instruction, we assume:

- **Parents agree to take the temperatures of their children each morning before sending them to school.** The spread of viruses can be significantly reduced with the implementation of good hygiene by all. If children are sick, they need to remain at home. Temperatures may also be checked prior to entering the school each day.
- **Staff members agree to take their own temperatures each morning.** If a staff member is sick, that staff member agrees to stay home. Temperatures may also be checked prior to entering the school each day.
- **Social distancing of at least six feet** will be maintained, to the maximum extent feasible. Some schools may require the use of alternate spaces to realize six feet (e.g. art and music rooms). All classroom seats will be arranged to face one direction.
- **Enough parents (approximately 30%) volunteer to transport children** to reduce the number of children riding a bus with a maximum of two children to a seat.
- **Enough staff are available to operate schools each day.** Some staff may have compromised immune systems and/or be living with a person with a compromised immune system and may not be able to report to work. Some of these teachers can be scheduled to teach in the West Chester Cyber program.
- **Buses** - Students will be required to wear face coverings while on the bus. Seating will be limited to two children per seat. Drivers will wear face coverings when operating the buses. Buses will be disinfected between bus runs.
- **Cafeteria/Lunch - Green phase** - In order to maintain social distancing, secondary schools will serve lunch in the cafeteria and/or other alternative spaces. ($\frac{2}{3}$ in the cafeteria, and $\frac{1}{3}$ in the alternative). Elementary schools will eat lunch in the cafeteria. Breakfast will be served in the classrooms. **Yellow phase** - Lunches will be served in classrooms.
- **Face Coverings - Green phase/Yellow phase - All staff wear masks/face shields except when:**
 - working alone at a workstation.
 - eating lunch.
 - Unable to wear a face covering due to a medical condition including those with respiratory issues that impede breathing, mental health condition, or disability.
- **All students wear Face Coverings all the time except when:**
 - eating lunch.
 - more than six feet of social distancing can be achieved outside (according to the most updated guidance from PDE, PA Department of Health, or Governor).
 - mask breaks are scheduled.
 - Unable to wear a face covering due to a medical condition including those with respiratory issues that impede breathing, mental health condition, or disability.

- Allowable Face Coverings are defined as:
 - MASKS-surgical; KN95; N95 masks
 - CLOTH MASKS-2 ply that cover the mouth and nose completely
 - FACE SHIELDS-cover the nose and mouth completely

Non-allowable face coverings include masks with valves, gaiter masks, bandannas, scarves or any other covering not listed above.

- **General cleaning and hygiene - Green and Yellow phase** -All classrooms will be disinfected on a daily basis. Common touch areas will be disinfected three times a day. For classrooms with sinks, soap dispensers will be filled regularly. For classrooms without sinks, hand sanitizer will be provided. All water fountains will be disabled unless they are touchless filling stations for water bottles. Students are encouraged to bring their own water bottles. Bottled water will also be provided for students.
- **Elementary School Special area classes (Art, Music, PE, Library)** - social distancing will be followed. Art, music, and library will be taught in the classrooms. PE classes will be held in the gymnasium, and focus on individual lifetime fitness rather than team activities.
- **After school sports/activities** - Will follow PIAA and Chester County Department of Health Guidelines for activities and social distancing.
- **Procedures for when a student or staff member has tested positive for Covid-19** – The district is following Chester County Department of Health guidance on contact tracing, notification to parents and community, as well as disinfecting procedures.
- **When using a hybrid schedule, we will follow an AA/ Remote/ BB schedule.** Half the students will attend school on the days labeled A (last names beginning with A-K), the other half of the students will log in to class via Zoom. On the B days (last names beginning with letters L-Z) will attend in person while the A day students log in remotely.

AA /Remote/ BB – A remote day is scheduled to bring all students together at once on the same platform. Instruction will occur in the same manner as the current remote model.

Here is a sample schedule:

Sample Hybrid Schedule				
Monday	Tuesday	Wednesday	Thursday	Friday
Group A: In-Person	Group A: In-Person	Group A/B Remote	Group A: Remote Learning	Group A: Remote Learning
Group B: Remote Learning	Group B: Remote Learning	Group A/B Remote	Group B: In-Person	Group B: In-Person

Low incidence special needs students will continue to attend school 5 days a week in person. Other special education and English Learner students will attend four days a week in person and one-day remotely.

We did a review on September 25 for possible return to hybrid. Safety is the top priority.

Dr. James R. Scanlon, Superintendent of Schools, presented the West Chester Area School District reopening plan to the community on Wednesday, July 29, 2020. The recommended course of action begins the school year in a remote setting. A first review of the plan was

presented to the Board on September 29. A summary of the hybrid plan follows.

**Effective October 19, Elementary Hybrid Schedule
will be as follows:**

		Monday	Tuesday	Wednesday	Thursday	Friday
Week of 10.12	Student Group	X	Remote ½ Day	Remote ½ Day	Remote ½ Day	Remote ½ Day
Week of 10.19	Student Group	A	A	Remote	B	B
Week of 10.26	Student Group	A	A	Remote	B	B
Week of 11.2	Student Group	A	X	A	B	B
Week of 11.9	Student Group	A	A	Remote	B	B
Week of 11.16	Student Group	A	A	Remote	B	B
Week of 11.23	Student Group	A	B	X	X	X
Week of 11.30	Student Group	A	A	Remote	B	B
Week of 12.7	Student Group	A	A	Remote	B	B
Week of 12.14	Student Group	A	A	Remote	B	B
Week of 12.21	Student Group	A	B	Remote ½ Day	X	X

**Effective November 5th, Middle Level Hybrid Schedule
will be as follows:**

		Monday	Tuesday	Wednesday	Thursday	Friday
Week of 10.12	Student Group	X	Remote	Remote	Remote	Remote
Week of 10.19	Student Group	Interim Remote	Interim Remote	Interim Remote	Interim Remote	Interim Remote
Week of 10.26	Student Group	Interim Remote	Interim Remote	Interim Remote	Interim Remote ½ Day	Interim Remote ½ Day
Week of 11.2	Student Group	Interim Remote ½ Day	X	Interim Remote ½ Day	B	B
Week of 11.9	Student Group	A	A	Remote	B	B
Week of 11.16	Student Group	A	A	Remote	B	B
Week of 11.23	Student Group	A	B	X	X	X
Week of 11.30	Student Group	A	A	Remote	B	B
Week of 12.7	Student Group	A	A	Remote	B	B
Week of 12.14	Student Group	A	A	Remote	B	B
Week of 12.21	Student Group	A	B	Remote ½ Day	X	X

**Effective November 5th, High School Hybrid Schedule
will be as follows:**

		Monday	Tuesday	Wednesday	Thursday	Friday
Week of 10.12	Student Group	X	Remote	Remote	Remote	Remote
Week of 10.19	Student Group	Interim Remote	Interim Remote	Interim Remote	Interim Remote	Interim Remote
Week of 10.26	Student Group	Interim Remote	Interim Remote	Interim Remote	Interim Remote ½ Day	Interim Remote ½ Day
Week of 11.2	Student Group	Interim Remote ½ Day	X	Interim Remote ½ Day	B	B
Week of 11.9	Student Group	A	A	Remote	B	B
Week of 11.16	Student Group	A	A	Remote	B	B
Week of 11.23	Student Group	A	B	X	X	X
Week of 11.30	Student Group	A	A	Remote	B	B
Week of 12.7	Student Group	A	A	Remote	B	B
Week of 12.14	Student Group	A	A	Remote	B	B
Week of 12.21	Student Group	A	B	Remote ½ Day	X	X

Effective September 21, After School Sports

- September 21 - mandatory practices for fall sports will resume.
- September 24 - first eligible day for golf competition.
- September 28 – first eligible day for tennis, competitions.
- Week of October 5 - First eligible week for all other sports competitions.
- Outside events will be limited to 250 people with social distancing and face covering requirements. Gatherings of people will follow CCHD and/or mandates from the governor’s office.
- Inside events will be limited to 25 people with social distancing and face covering requirements. Gatherings of people will follow CCHD and/or mandates from the governor’s office.
- Sporting events will follow Chester County Health Department guidance as well as the PIAA Sports [guidance](#).

Hybrid Model Implementation Timeline

Date	Action
	<i>Every Friday review weekly Chester County Health Department data on cases</i>
Fri. Sept. 25	Teacher advisory teams formed to help with building specifics
Mon. Sept 28 (schools closed)	Hybrid model Training for Administrators
Tues. Sept 29	Board Meeting - votes on Hybrid plan
Week of Sept. 29 – Oct. 2	K-12 Hybrid pilots (then use them for PD)
Mon. Oct 5 – debrief, feedback	Meeting with pilot teachers 4 pm Zoom
Wed. Sept. 30	Notice to parents about board decision to open in hybrid Send survey to K-5 parents to choose cyber. Survey to parents to remain in remote
Wed. Sept. 30	Description of hybrid instruction to be defined and explained to staff and to parents
Thurs. Oct 1	Schedule staff chat regarding hybrid plan – 4 pm Schedule parent chats regarding hybrid plan – 6pm
Mon. Oct. 5	Survey 6-12 parents to remain in remote Survey 6-12 parents to move from cyber to hybrid
Mon. Oct. 5	Meet with pilot teachers @ 4 pm 3-4 per building Parent meeting, 6 p.m. to discuss plan for students with an IEP
Mon. Oct. 5	Updated Safety Protocols
Tues. Oct 6	Deadline for K-5 parents to choose hybrid from cyber Parent meeting, 6 p.m. for Latinx families to review timeline for English Learner students.
Tues. Oct 6	Deadline for K-5 parents to remain in remote
Fri. October 9	Deadline for 6-12 parents to remain in remote, or move from cyber to hybrid
Mon. Oct 12	All Staff training on hybrid <ul style="list-style-type: none"> • Review schedule changes with secondary teachers NO SCHOOL FOR STUDENTS

Date	Action
Tuesday, October 13 - Friday October 16 <i>(four half-days for K-5)</i>	<p>K-5 (all staff required to work in building)</p> <ul style="list-style-type: none"> • AM: synchronous instruction • PM: PD and planning • All Special education and EL students are remote these days <p>6-12 – Full Days Secondary (teachers may work in buildings)</p> <ul style="list-style-type: none"> • Students remains remote (all day) • Low incidence special education and EL students continue in brick and mortar.
Monday, October 19	<p>First day of Remote/In-person teaching for K-5 K-5 Hybrid Model begins (Cohort A-in person) Student Schedules by school:</p> <ul style="list-style-type: none"> • 7:45 a.m. to 1:45 p.m. (HHS, EHS, RHS, FMS) • 8:15 a.m. – 2:15 p.m. (SMS, PMS) • 8:40 a.m. to 2:40 p.m. (EBE, EGE, EXE, GAE,) • 9:10 a.m. to 3:10 p.m. (PWE, WTE, HDE, SWE, MCH, FHE) <p>Transportation: running buses for Hybrid K-5 to all stops</p> <p>Additional planning time begins for all teachers (30 min. at end of day)</p> <p>Additional K-5 Special Ed (<i>with the exception of related service IEP student</i>)s /EL face-to-face instruction</p> <p><i>First four days of hybrid will focus on students in the building to review building procedures. Students at home will not have assignments those days.</i></p>
Thursday, October 29 – Friday, October 30- Monday, November 2, Wednesday, November 4	<p><u>Secondary (6-12)</u></p> <ul style="list-style-type: none"> • Staff returns to building • AM only: remote for students • PM: Professional Development and planning for staff. • Remote synchronous instruction in AM • All special education and EL students are remote <p><u>Elementary (K-5)</u></p> <ul style="list-style-type: none"> • Full day hybrid
Tuesday, November 3 <i>(schools closed/teacher in-service)</i>	<p>K-12 Staff training – hybrid</p> <p>NO SCHOOL FOR STUDENTS</p>
Thurs. November 5	<ul style="list-style-type: none"> • Full Hybrid K-12 • Additional Special Ed/EL Face-to-Face instruction

Metrics for Return – Following Chester County Health Department Guidelines and any updates.

(County [Information](#) is updated each Friday.)

Community Transmission	Incidence Rate per 100,000	AND/OR	PCR Test Positivity	Instructional Model
Low	<10	AND	<5%	In-Person
Moderate	≥10 and <40	AND	≥5% and <7%	Hybrid
High	≥40 and <80	OR	>7% and <10%	Virtual and/or Hybrid
Very High	≥80	OR	≥10%	Virtual

Begin Year with Remote Learning

for First Quarter of Year (Thanksgiving)

(with WC Cyber as an Option for Families)

- **Remote Learning 2.0** – Improved over last spring – and provides more synchronous (live) instruction. Instruction will be recorded for flexibility/student ability to watch again.
- [WC Cyber Program](#) – option is available for parents k-12. This program is different from Remote Learning 2.0, and provides more asynchronous learning with teacher check ins for a more flexible schedule. The elementary cyber program requires an adult at home to assist with the learning. In order for the school district to staff this program, parents must choose the cyber option no later than Friday, August 7.
- Low incidence disabilities students receive services in schools when necessary (green and yellow phase).

Guiding Principles

- Safety of Students and Staff – *Has to be top priority.* Every model carries risks.
- Equity - Not all kids and families have same access, needs, and resources.
- Monitoring student needs.
- Students with “low incidence disabilities” (highest need) will attend in person every day (approx. 190 students) as they did this summer.
- As local pandemic improves, goal is to bring youngest students back to full time schooling first.
- Need for flexibility to phase in and out of hybrid, full-time in-person learning, or Remote Learning 2.0. At the end of September, we will evaluate by reviewing infection rates. As rates slow down, we will consider the hybrid model for return.

Classroom Set up

In-person learning for low incidence disabilities children (continuation of summer pilot program)

Classrooms will be set up to allow a minimum of six feet between each desk (where feasible), and the desks will all be facing the same direction. Staff will be required to wear face coverings at all times unless in the classroom alone. Students will be required to wear face coverings at all times and expected to maintain six feet of social distancing. Students will be excused from wearing a mask if they provide medical documentation. These students will be provided with plastic shields around their work area. Students will remain in the same cohort all day as much as reasonably possible. Students may receive additional instruction/services outside of their regular education cohort of students. All water fountains will be turned off with the exception of touchless filling stations. Bottled water will be available. Only one student at a time will be permitted to use the restroom, and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person. Two students will ride in a bus seat. Students must wear a face covering on the bus. Bus drivers will face covering.

Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.

Students who are considered to be at high risk will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.

Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor space will be utilized on a limited basis and social distancing along with face covering will be utilized.

Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person.

Bus drivers will assess their temperature prior to the first run and are required to wear a face covering as staff and/or students embark and disembark the bus. There will be hand sanitizer on the bus and the bus will be disinfected between runs. There will be no more than two students per seat. Aides will be required to wear a face covering and other PPE (as needed) and will be seated across, in front of, or behind students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the school year begins. The training will take place via Zoom and be recorded for anyone who is unable to attend at the scheduled time.

- Desks will face the same direction and will be spaced six feet apart where feasible.
- There will be a limit of 12 students and 12 adults in a classroom; PDE guidelines recommend no more than 25 students in a classroom where feasible.
- Each classroom will be provided with masks, disinfectant spray and hand sanitizer (if there isn't a sink in the classroom).

- Staff will wear masks at all times, except when in a classroom alone.
- Students will be taught to wear masks or face coverings and are expected to wear them when social distancing isn't feasible.
- Social distancing will be maintained when traveling between rooms.
- Students will stay in the same cohort all day.
- Water fountains will be turned off and bottled water will be provided for students.
- Students will use the restroom one at a time.
- Students will sit one student per seat on the bus.
- Bus drivers will wear a face covering at all times.

Re-opening of School

General Expectations - Parents will be expected to take their child's temperature and complete the self-monitoring questions daily. Staff will also be expected to take their own temperature each morning and complete the self-monitoring questions, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. Each classroom will be equipped with disinfectant wipes, sanitizers, masks and gloves. Outdoor space will be utilized on a limited basis and social distancing along with face coverings will be utilized. Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person. There will be hand sanitizer on the bus and the bus will be cleaned between runs. Students will sit no more than two to a seat. Training will be provided for all staff on the health and safety procedures outlined in the plan.

Middle and High School Classrooms will be set up to allow a minimum of 6 feet between each student and the desks will all be facing the same direction. There will be a maximum of 25 students in a classroom, unless a larger space is used to accommodate the distancing requirements for additional desks. Students will be required to wear masks or face coverings. Staff are required to wear masks or face coverings at all times with the exception of working in their rooms or eating lunch.

Meals will be provided by using an alternate lunch schedule to achieve social distancing requirements of at least six feet.

Elementary students will remain in the same classroom for most of the day with the exception of lunch, recess, and PE. Elementary students will wear face coverings. During instruction and while eating lunch, 6 feet distance will be maintained at all times. If students do not have masks, masks will be provided and students will be taught how to wear the masks (how to put mask on, take mask off and maintain mask). Students will be taught how to wash their hands properly and how to use the hand sanitizer.

Meals will be provided in the cafeteria. When entering and exiting the building, staff and students will maintain at least six feet of distance from the next person.

Staff will eat lunch in a room such as the library to ensure that social distancing can be implemented.

What will At-Home Remote learning look like?

How will students access instruction/curriculum when not in school? Students will access curriculum via Schoology or SeeSaw; will have live, small-group instruction. District will work with teachers to provide a balance of synchronous (live) and asynchronous instruction. Synchronous instruction will be recorded.

Will students have daily access to teachers? Yes, teachers will be conducting live instruction every day, and will be able to respond to students.

What happens if students need help with work? Teachers will schedule small groups/individual support time, or support service staff will schedule a time (e.g. reading specialists, math specialist) with students.

Will students be in front of a screen all day? Breaks will be built into the school day for screen-free time.

Elementary Options for Opening Schools

Remote Learning 2.0

- Your child's brick & mortar teacher.
- 1 live Math AND English Language Arts lesson / day.
- 2 – 4 live small group lessons / week.
- Live Daily Class Meetings.
- Planned live small group lessons.
- 1 live or pre-recorded Special Area Class / day.
- 1 live or pre-recorded Science/Social Studies / day.
- Support from teacher throughout day.

WC Cyber Program

- Program is less synchronous than Remote 2.0. Provides more flexibility for parents to help students complete work.
- Teachers and students from across WCASD, not necessarily your child's home school.
- Live Daily Class Meetings.
- 1 live daily Math or English Language Arts lesson.
- 1 live or pre-recorded Special Area class / day.
- Approximately 2 - 4 live small group lessons / week.
- Live lessons will be recorded to be viewed later.
- Support from teacher throughout day.
- Curriculum aligned to district curriculum.

SAMPLE Elementary Schedule for Remote Learning 2.0 – Daily
(Synchronous Meetings noted in BLUE)
August 31 – October 9

9:00-10:00	Live Morning Meeting Check-in and Live ELA lesson. Complete learning activities via Schoology or Seesaw.
10:00-11:00	Teacher-led live small reading groups (approx. 2-4/week). Complete Word Study, Grammar, or Writing Activity via Schoology or Seesaw.
11:00-12:00	Lunch/Recess
12:00-1:00	Live Math lesson. Complete Freckle review and workbook pages.
1:00-1:45	Specials – Live or view pre-recorded lesson.
1:45-2:00	Movement Break
2:00-3:00	View Live or view pre-recorded Science or Social Studies lesson and complete follow up learning activity.

**SAMPLE Elementary Schedule for Cyber Program – Daily
(Synchronous Meetings noted in **ORANGE**)**

9:15-10:00	Live Morning Meeting Check-in. Review Daily Learning Plan.
9:15-10:15	Review recorded Reading Lesson. Complete follow-up learning activities.
10:15-11:00	Teacher-led live small groups (approx. 2-4/week). Complete Word Study, Grammar, or Writing Activity.
11:00-12:00	Lunch/Recess
12:00-1:00	Live Math lesson. Complete Freckle review and workbook pages.
1:00-1:45	Specials – Live or view pre-recorded lesson.
1:45-2:00	Movement Break
2:00-3:00	View pre-recorded Science or Social Studies lesson and complete follow up learning activity.

Secondary Options for Opening Schools

Remote Learning 2.0

- Students will continue to learn from the same teachers, with the same classmates.
- Students are required to attend class and will follow a block schedule.
- Teachers will provide a combination of live instruction via Zoom or pre-recorded lessons.
Live class meetings.
- Instruction will maintain the full scope and sequence for all courses.
- Students will receive feedback from teachers and grades for their work.

WC Cyber Program

- Curriculum is fully aligned to the WC curriculum.
- Teachers and students from across WCASD, not necessarily your child's home school.
- Mostly self-paced learning activities, with asynchronous learning.
- Approximately 2 - 4 live small group lessons per week.
- Live lessons will be recorded to be viewed later.
- Support from teacher throughout day.

SAMPLE Secondary Schedule for Remote Learning 2.0 – Daily (Synchronous Meetings noted in **BLUE**)

August 31 – November 4

Period	Time	Class/Activity
1	8:45 – 10:05	English 10 Honors Live Zoom Check-in and Schoology Discussion
2	10:10-11:30	Chemistry Honors Complete Lab Report on Schoology
	11:35-12:40	Lunch
3	12:45-2:05	Sociology Live Zoom Check-in for Class Discussion
4	2:10-3:30	Algebra 2 Accelerated Honors Complete Schoology Assignment

SAMPLE Secondary Schedule for WC Cyber
(Synchronous Meetings noted in ORANGE)

Monday (AM)	Monday (PM)	Tuesday (AM)	Tuesday (PM)
<p>Math: View the lesson on Squares & Square Roots & Complete Problem Set (Approx. 50 minutes)</p> <p>Social Studies: Continue to work on your essay about cultural diversity. <i>Conferencing with the teacher by appointment. (Approx. 40 minutes)</i></p> <p>Health & PE: Personal Fitness Goal Settings (App. 20 minutes) Lesson on Nutrition and Digestive System (Approx. 20 minutes)</p>	<p>Science: Follow the lesson Mitosis; Complete the Virtual Lab and Write your Lab Report (Approx. 90 min)</p> <p>English Language Arts: Complete your IXL reading assessment; Independent Novel Reading and Response Journal. (Approx. 40 minutes)</p> <p>Spanish: <i>Class Discussion on Verb Tenses and Speaking Practice (App. 30 minutes)</i> Vocabulary Activities (Approx. 15 minutes)</p>	<p>Math: <i>Small Group Lesson – Support or Extension on Squares & Square Roots (Approx. 30 min)</i></p> <p>Graphic Design: Lesson on Adobe Illustrator Curvature Tool and introduction to the “Name” Project. (Approx. 30 minutes) Independent Project Work Time (Approx. 60 min)</p> <p>Health & PE: Virtual Lab work on the digestive process (Approx. 30 minutes)</p>	<p>Social Studies: Continue to work on your essay about cultural diversity. Conferencing with the teacher by appointment. (Approx. 40 minutes)</p> <p>English Language Arts: <i>Intro to writing task, lesson on Thesis statements and parallelism (Approx. 20 min)</i> Begin working on rough draft of essay. (Approx. 30 minutes)</p> <p>Spanish: FlipGrid post on social interaction scenarios. (Approx. 15 minutes)</p>

Components of Plan

- Parents have choice between Remote 2.0 or WC Cyber.
- Middle and High school on block schedule.
- Remote learning 2.0 is combination of synchronous (live) and asynchronous (recorded) learning, K-12.
- Low incidence disabilities students receive services in schools when necessary (**green** and **yellow phase**).
- Working to deliver services to English Learners and/or students without internet access.
- Working with local child care providers to provide child care options for staff and parents.

Internal Reopening Team will continue to meet throughout summer and will evaluate and make determination on numerous issues, including:

- **Athletics** – Monitoring guidance from PIAA. Will examine a health/fitness component. Mandatory fall practices began September 21.
- **Performing Arts/Specials** – District working with teachers on solutions. Marching started.
- **Extra-curricular clubs** that can run virtually will do so.
- **Kindergarten Screening** – Completed in August.

Pupil Services

- All students with low incidence disabilities attend in-person every day (approximately 190 students – continuing summer program).
- Transition activities will take place the first two weeks of school including an emphasis on social emotional learning.
- Counselors, school psychologists, and mental health specialists will be available to support students.
- Evaluations to determine eligibility for special education and 504 plans will occur taking additional safety measures.
- Nurses have been consulting with the district's physician and have put additional safety measures in place.
- Caseworkers will be supporting families in need.
- Effective October 19 – Consider programming additional elementary special education and English Learner students for four days a week in-person, one day remote.
- Effective November 5 - Consider programming additional secondary special education and English Learner students for four days a week in-person, one day remote.

Special Education & English Learners – WC Cyber Program

- An IEP meeting will be held for all students with disabilities prior to school starting to determine how individualized needs will be met.
- A special education teacher will be available at the elementary and secondary level to provide instruction and support.
- An English Language Development teacher will be available to provide support in the WC Cyber program.
- Some synchronous instruction will be provided.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

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

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks). Effective October 19, 2020 (K-5), November 5, 2020 (6-12).
- 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). Effective August 24-October 16, 2020 (K-5) and August 24-November 4, 2020: (6-12)

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

At the end of September, we will evaluate by reviewing the infection rates in the community. As we see rates slowdown, we will consider the hybrid model with three to six feet of social distancing. If infection rates are on the rise, we will continue instructing students via remote learning. We will be evaluating community conditions every three weeks with the Chester County Department of Health to verify data points.

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)
Dr. Jim Scanlon	Superintendent	Both
Dr. Robert Sokolowski	Assistant Superintendent	Both
Dr. Jeff Ulmer	Director of Human Resources	Both
Mr. Kevin Campbell	Director of Facilities and Operations	Both
Dr. Leigh Ann Ranieri	Director of Pupil Services	Both
Mr. John Scully	Director of Business Affairs	Both
Dr. Tammi Florio	Director of Teaching and Learning	Both

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Mr. Michael Wagman	Director of Technology Services	Both
Ms. Jennifer Neill	Communications Manager	Both
Principals		Both

Key Strategies, Policies, and Procedures

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

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

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the 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:

Re-opening of schools and In-person learning for low incidence disabilities children (continuation of summer program)

CDC recommendations for cleaning will be implemented and the custodial staff will receive training on the use of the cleaning materials. Common areas used on a daily basis will have all touch surfaces cleaned and disinfected three times during the school day. Classrooms, desks and chairs will be cleaned on a daily basis. In addition, staff will use disinfectants between student use for shared materials.

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, hallways, and transportation)	See areas identified below	See areas identified below	Mr. Kevin Campbell – Director of Facilities & Operations	Disinfectant Sprayers Disinfectant Face shields Masks Gloves Tyvek suits Spray bottles Hand sanitizer	Y-Custodial staff

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)
Ventilation practices	<p>All ventilation systems will be in operation 24 hours a day on all days.</p> <p>Filters on units will be changed every four weeks instead of 4 months.</p> <p>Interior doors should remain closed to allow for most air circulation internal to classroom.</p> <p>Ceiling fan use should be suspended.</p> <p>In non-air conditioned spaces window fans blowing out of a operable window can be used.</p> <p>Exterior windows should be opened to increase circulation of indoor air.</p>	Same as Yellow.			
Administrative Suites, Guidance and other areas as needed	Area will be cleaned and all touch surfaces will be disinfected daily.	Same as Yellow.			
Bathrooms	All touch surfaces will be cleaned and disinfected twice during the school day, with one complete cleaning conducted outside of in service times.	All touch surfaces will be cleaned and disinfected once during the school day, with one complete cleaning conducted outside of in service times.			
Hallways, common areas, frequently touched surfaces (water fountains, handrails, doorknobs, entrances, etc.)	All touch surfaces will be cleaned and disinfected twice during the school day, in addition to a complete cleaning of the space, outside of in service times.	All touch surfaces will be cleaned and disinfected once during the school day, in addition to a complete cleaning of the space, outside of in service times.			

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)
Large group areas, gymnasiums, locker rooms, etc.	Weekly cleaning. If used as educational space cleaning will match classrooms spaces.	Cleaned and disinfected daily.			
Cafeterias	Not used. Weekly cleaning.	Daily clean and disinfect all touch surfaces, floors, and tables. Assist Aramark with disinfecting and cleaning tables, if needed.			
Classroom and touch surfaces (pencil sharpeners, sinks, door handles, countertops, student cubbies, cabinet doors, etc.	Cleaned and disinfected daily.	Same as Yellow			
Desks and chairs	Cleaned and disinfected daily.	Cleaned and disinfected daily at secondary schools and every other day in elementary schools			
Floors	Sweep and remove debris daily, mopping as needed. Wet mop complete areas wall to wall weekly	Sweep and remove debris daily, mopping as needed. Wet mop complete areas wall to wall weekly			

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:

In-person learning for low incidence disabilities children (continuation of summer pilot program)

Classrooms will be set up to allow a minimum of six feet between each desk (where feasible), and the desks will all be facing the same direction. There will be a maximum of 12 students and 12 adults in a classroom. Staff will be required to wear face coverings at all times unless in the classroom alone. When students and staff are in the hallway or common areas, masks will be worn by staff and encouraged for students. Six feet of distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put mask on, take mask off, and maintain mask). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will remain in the same classroom throughout the day and staff will rotate as needed. Students may need to leave the classroom to receive related services when it isn't feasible to provide the services in the classrooms.

Meals will be provided in the classroom. Water fountains will be turned off and students will be provided with water bottles, or they may bring their own water bottle. Staff will eat lunch in a room such as the library to ensure that social distancing can be implemented.

Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.

Students who are considered to be at high risk, will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.

Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks, and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor space will be utilized on a limited basis and social distancing along with masks will be utilized.

Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person.

Bus drivers will assess their temperature prior to the first run and are required to wear a face covering at all times. Students are permitted to bring hand sanitizer on the bus. The bus will be disinfected between runs. There will be no more than two students per seat. Aides will be required to wear a face covering and other PPE (as needed) and will be seated across, in front of, or behind students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the school year begins. The training will take place via Zoom and be recorded for anyone who is unable to attend at the scheduled time.

- Desks will face the same direction and will be spaced six feet apart where feasible.
- There will be a limit of 12 students and 12 adults in a classroom; PDE guidelines recommend no more than 25 students in a classroom where feasible.
- Each classroom will be provided with masks, disinfectant spray, and hand sanitizer (if there isn't a sink in the classroom).
- Staff will wear masks at all times, except when in a classroom alone.
- Students will be taught to wear masks or face coverings and are expected to wear them when social distancing isn't feasible.
- Social distancing will be maintained when traveling between rooms.
- Students will stay in the same cohort all day.
- Water fountains will be turned off and bottled water will be provided for students.
- Students will use the restroom one at a time.
- Students will sit one student per seat on the bus. (summer pilot only)
- Bus drivers will wear a face covering at all times.

Re-opening of School

General Expectations - Parents will be expected to take their child's temperature daily. Staff will also be expected to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. Each classroom will be equipped with disinfectant wipes, sanitizers, masks, and gloves. Outdoor space will be utilized on a limited basis and social distancing along with face coverings will be utilized. Visitors will only be

permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person. There will be hand sanitizer on the bus and the bus will be cleaned between runs. Students will sit no more than two to a seat. Training will be provided for all staff on the health and safety procedures outlined in the plan.

Middle and High School Classrooms will be set up to allow a minimum of 6 feet between each desk and the desks will all be facing the same direction. There will be a maximum of 25 students in a classroom, unless a larger space is used to accommodate the distancing requirements for additional desks. Students will be required to wear masks or face shields when changing classrooms. Staff will be required to wear masks or face shields at all times in common areas, or when social distancing is not possible. Meals will be provided by using an alternate lunch schedule to achieve social distancing requirements of at least six feet.

Elementary students will remain in the same classroom for most of the day with lunch schedules altered to provide social distancing while eating. Elementary students will wear face coverings. Six feet of distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put mask on, take mask off and maintain mask). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will eat lunch in the cafeteria in accordance with social distancing guidelines. Breakfast will be served in the classroom in the form of grab and go meals. When entering and exiting the building, staff and students will maintain at least a three foot distance from the next person.

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	6-12 homeroom periods will be eliminated to reduce transition time.	6-12 homeroom periods will be eliminated to reduce transition time.	Dr. Jim Scanlon- Superintendent of Schools		
	6-12 passing time between periods will be staggered to minimize the number of students in the hallways at one time.	6-12 passing time between periods will be staggered to minimize the number of students in the hallways at one time.	Dr. Bob Sokolowski- Assistant Superintendent of Schools		
	6-12 students and staff will wear face coverings at all times.	6-12 students and staff will wear face coverings at all times.	Dr. Sara Missett- Director of Elementary Education		
	K-12 classroom desks will be	K-12 classroom desks will be			

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>in rows facing the same direction.</p> <p>K-12 school assemblies will not be permitted.</p> <p>K-5 students will be required to wear face coverings.</p> <p>K-5 teachers will be required to wear face coverings.</p> <p>K-5 Students will remain in their classroom for the full school day to minimize transitions.</p>	<p>in rows facing the same direction.</p> <p>6-12 lunches will be served in multiple locations to ensure social distancing.</p> <p>K-12 school assemblies will not be permitted.</p> <p>K-5 students will be required to wear face coverings.</p> <p>K-5 teachers will be required to wear face coverings</p>			
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.</p> <p>Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Meal condiments will be limited and provided to</p>	<p>Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.</p> <p>Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Meal condiments will be limited and provided to</p>	<p>Mr. John Scully- Director of Business Affairs</p> <p>Mr. Kevin Campbell- Director of Facilities & Operations</p> <p>Principals</p>	<p>K-5 Classroom teacher will need to gather student name, student meal request and student pin number in the morning.</p> <p>K-5 May need building additional support staff to deliver meals to classrooms.</p> <p>K-5 -Carts will be needed to deliver</p>	<p>Aramark to provide PD in support of CDC and PDE guidelines as well as WCASD health and safety plan.</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>students on the serving trays.</p> <p>Students will not be permitted to serve themselves for items such as fruit and or vegetable selections. Staff will serve students all meal components. Selection of fruits and vegetables will be limited.</p> <p>Grades 6-12 - Limited menu items will be offered within the cafeteria. Students will pick up items in the cafeteria. Register lines will be spaced throughout the cafeteria. No dining allowed in the cafeteria.</p> <p>Tape markings on the floor to promote social distancing while waiting in line.</p>	<p>students on the serving trays.</p> <p>Students will not be permitted to serve themselves for items such as fruit and or vegetable selections. Staff will serve students all meal components. Selection of fruits and vegetables will be limited.</p> <p>K-5 students will rotate on an A/B schedule and eat in their classroom or cafeteria.</p> <p>K-5 Breakfast will be prepackaged and students will pick up in the cafeteria and eat either in the cafeteria or in the classroom.</p> <p>K-5 Lunches In Cafeteria - limited menu option will be available in the cafeteria for students eating in the cafeteria.</p> <p>In Classroom - for students eating in the classroom, meals will be packaged and will be ordered in the morning through the classroom teacher. Pick-up by a classroom teacher/Aide will be needed.</p>	<p>Principals</p> <p>Principals</p> <p>Principals</p>	<p>meals to classrooms.</p> <p>6-12 - Alternate place to eat for students who bring lunch to school.</p> <p>6-12 - May require additional lunch duty supplementals.</p> <p>Plastic coverings for PIN pads.</p> <p>Plastic barriers between students and cashier.</p> <p>Tape for 6-foot markings on floor.</p> <p>Touchless hand sanitizer dispensers.</p>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
		<p>Grades 6-8 Breakfast will be pre-packaged and students will pick up in the cafeteria and eat in cafeteria or in their classroom.</p> <p>Grades 6-8 lunches will be served in the cafeteria and auxiliary gym (or other Principal designated area).</p> <ul style="list-style-type: none"> • Approx. 2/3 of the class will eat in the cafeteria and 1/3 will eat in an auxiliary space. <p>Full service menu will be available in the cafeteria.</p> <p>Limited menu grab and go type meals will be offered in the auxiliary space.</p> <p>Grades 9-12 Breakfast will be prepackaged and students will pick up in the cafeteria and eat in the cafeteria or in their classroom.</p> <p>Grades 9-12 lunches will be served in the cafeteria and auxiliary gym (or other areas</p>	Principals		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
		<p>designated by the Principal).</p> <ul style="list-style-type: none"> • Approx. 2/3 of the class will eat in the cafeteria and 1/3 will eat in the auxiliary space. <p>Full service menu will be available in the cafeteria.</p> <p>Limited menu grab and go type meals will be offered in the auxiliary gym and or Principal designated area.</p>			
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Universal precautions signage will be repeatedly communicated to students, parents and staff.</p> <p>Hand sanitizer will be available in all classrooms that do not have sinks and offices.</p> <p>Staff will be expected to take their own temperature each morning and complete the self-monitoring questions, prior to arriving at school.</p> <p>Parents will be expected to take their child's temperature</p>	<p>Same as Yellow</p>	<p>Dr. Leigh Ann Ranieri- Director of Pupil Services</p> <p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p> <p>Principals</p>	<p>Hand sanitizer</p>	<p>Hygiene practices will be part of a professional development that will be required.</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	each morning and complete the self-monitoring questions, prior to arriving at school.				
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	Universal precautions signage will be posted throughout all school buildings.	Same as Yellow	Dr. Bob Sokolowski - Assistant Superintendent of Schools Dr. Sara Missett- Director of Elementary Education Principals		
* Identifying and restricting non-essential visitors and volunteers	Student team (IEP,504, GIEP) meetings will be held virtually. Visitors must have an appointment and will be required to wear face coverings. Volunteers will not be permitted.	Student team (IEP, 504, GIEP) meetings will be held in person as long as social distancing can be maintained. Otherwise, the meetings will be held virtually. All individuals participating in meetings in person will be required to wear face coverings. Non-school district employees will be required to complete a self-monitoring checklist based on the CCHD Symptom Monitoring , prior to	Dr. Leigh Ann Ranieri-Director of Pupil Services Dr. Jeff Ulmer- Director of Human Resources		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
		<p>leaving the office/lobby.</p> <p>Volunteers will be permitted and will be required to wear face coverings.</p> <p>Non-school district employees will be required to complete a self-monitoring checklist based on the CCHD Symptom Monitoring, prior to leaving the office/lobby.</p>			
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>CDC Considerations for Youth Sports</p>	<p>same as Yellow</p>	<p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p>		
<p>Limiting the sharing of materials among students</p>	<p>Universal precautions signage will include language directing students not to share items.</p> <p>Shared materials will be wiped with disinfectant spray between use.</p>	<p>same as Yellow</p>	<p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett-</p>		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
			Director of Elementary Education Principals		
Staggering the use of communal spaces and hallways	Elementary students will be taught how to maintain at least three feet of distance in halls. Secondary students (middle and high school) will be required to wear face coverings in the halls or other common areas.		Dr. Bob Sokolowski- Assistant Superintendent of Schools Dr. Sara Missett- Director of Elementary Education Mr. Kevin Campbell- Director of Facilities & Operations Principals		
Adjusting transportation schedules and practices to create social distance between students	Send request to parents asking for an “Opt Out” of transportation <ul style="list-style-type: none"> Need initial response by July 17th. Make accommodation for large parent drop off lines. <ul style="list-style-type: none"> May require assigning of different times and/or 	Same as Yellow	Mr. John Scully- Director of Business Affairs	Additional buses. Staggered start times for school buildings. PPE Equipment: <ul style="list-style-type: none"> masks gloves 	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>locations for parent and bus pick-up and drop off.</p> <p>Face coverings for drivers are required while students are on the bus.</p> <p>Temperature check for drivers prior to start of day.</p> <p>Face coverings required for all students.</p> <p>No eating, drinking or chewing gum on the bus at any time.</p> <p>Windows on buses will be open when possible.</p> <p>A maximum of 2 students to a seat - Family members will be seated together.</p> <p>Students may only ride on their assigned bus route. No bus pass exceptions will be allowed.</p> <p>Commonly touched surfaces within the entryway of the driver and passenger areas</p>			<ul style="list-style-type: none"> ● cleaning supplies ● thermometers ● tape to show social distance guidance ● hand sanitizer 	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>will be disinfected after each run.</p> <ul style="list-style-type: none"> Ensure cleaning materials are out of reach of students. <p>Hand sanitizer will be made available on each bus.</p> <p>Institute consistent single pick and drop locations for each student.</p> <p>Remove any bus from service for thorough cleaning and disinfecting that transported a student or driver that tests positive for Covid 19.</p>				
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>Class size will be maintained to keep desks at least six feet apart.</p> <p>Teachers can use outside spaces for learning when weather is nice.</p> <p>Online learning option for parents will reduce class size.</p> <p>PE will focus on lifetime fitness activities rather than</p>		<p>Principals</p> <p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p>		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	team sports.		Dr. Tammi Florio - Director of Teaching and Learning		
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	Institute consistent single pick and drop locations for each student.		Mr. John Scully- Director of Business Affairs Dr. Sara Missett- Director of Elementary Education Dr. Bob Sokolowski - Assistant Superintendent		
Other social distancing and safety practices	When six feet of social distancing is not possible, staff and students will be required to wear face coverings, except as outlined in guidance from PDE.				

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:

In-person learning for low incidence disabilities children (continuation of summer program)

Parents will be required to sign a waiver indicating they will take their child's temperature. Staff will also sign a waiver agreeing to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. The parent will be asked to contact the child's physician and Chester County Health Department to determine if further assessment is warranted. If there are no other symptoms in addition to the fever and no additional medical interventions are needed, the student can return when at least 3 days (72 hours) has passed *since recovery is defined* as resolution of fever without the use of fever-reducing medications. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.

We will follow the state's guidance and protocol when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school.

The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.

- If staff or students have a temperature higher than 100, they will be sent home.
- CDC and Chester County Health Department guidelines will be implemented regarding returning to school including being fever free for 72 hours. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.
- If there is a suspected or confirmed case of COVID 19, we will follow the Chester County Health Department's direction regarding informing parents and staff.
- If a quarantine is required, the CDC and health department guidelines will be followed.

Re-opening of Schools

On a daily basis, all students (or parent of student) and staff will be asked to self-monitor at home utilizing PDEs screening tool prior to coming to school. We will follow the state's guidance and protocol when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.

The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)				
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>Students and staff will be asked to self-monitor at home utilizing CCHD’s screening tool prior to coming to school. Complete Daily Prior to School/Work* Employee or Student Name: Assigned Class/Group: Temperature: Are you/is the student taking any medication to treat or reduce a fever such as Ibuprofen (i.e. Advil, Motrin) or Acetaminophen (Tylenol)? Are you/is the student experiencing any of the following?</p> <table border="1" data-bbox="380 894 842 1485"> <thead> <tr> <th data-bbox="380 894 579 1057">Group A 1 or more symptoms</th> <th data-bbox="579 894 842 1057">Group B 2 or more symptoms</th> </tr> </thead> <tbody> <tr> <td data-bbox="380 1057 579 1485"> Fever (100.4 or higher) Cough Shortness of breath Difficulty breathing </td> <td data-bbox="579 1057 842 1485"> Sore throat Runny nose/congestion Chills New lack of smell or taste Muscle pain Nausea or Vomiting Headache Diarrhea </td> </tr> </tbody> </table>	Group A 1 or more symptoms	Group B 2 or more symptoms	Fever (100.4 or higher) Cough Shortness of breath Difficulty breathing	Sore throat Runny nose/congestion Chills New lack of smell or taste Muscle pain Nausea or Vomiting Headache Diarrhea	<p>Same as Yellow</p>	<p>Dr. Leigh Ann Ranieri- Director of Pupil Services Dr. Bob Sokolowski- Assistant Superintendent of Schools Dr. Sara Missett- Director of Elementary Education</p>	<p>Masks, N95 or KN95, face shields, gloves, gowns for nursing staff. Privacy screen possibly needed for treatments taking place outside the nurses office. Plexiglass desk shield for nurse desks. Floor markings for proper social distancing in nurses' offices. Non Contact thermometers. Nebulizer tubing and nebulizer masks.</p>	<p>Staff must be trained on the symptoms and procedure for sending individuals with symptoms to the school nurse/office; parents/guardians must be made aware of the classroom protocol and training will be provided to parents.</p>
Group A 1 or more symptoms	Group B 2 or more symptoms								
Fever (100.4 or higher) Cough Shortness of breath Difficulty breathing	Sore throat Runny nose/congestion Chills New lack of smell or taste Muscle pain Nausea or Vomiting Headache Diarrhea								

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Stay home if you or the student: Have one or more symptoms in Group A OR Have two or more symptoms in Group B OR Are taking fever-reducing medication.</p> <p>If the answer is yes to staying home, the student/staff should stay home and contact their physician and/or Chester County Health Department. Staff and students must notify the school if an absence is due to COVID-19.</p> <p>CCHD self-monitoring information for staff is displayed for self-evaluation upon entry into building. HCP Screening</p> <p>Staff or students exhibiting elevated temperature, or other symptoms are sent to the nurse for further evaluation.</p> <p>Students that are sent to the nurse for illness are evaluated for signs and symptoms of COVID. Primary signs for children are:</p>				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> ● Fever over 100 oral, or 99.5 axillary or temporal. ● Shortness Of Breath (SOB) ● Sore Throat <p>Staff with signs of illness are to stay home or seek treatment with their attending physician. These can include:</p> <ul style="list-style-type: none"> ● Fever or chills ● Cough ● Shortness of breath or difficulty breathing ● Fatigue ● Muscle or body aches ● Headache ● New loss of taste or smell ● Sore throat ● Congestion or runny nose ● Nausea or vomiting ● Diarrhea <p>Nurses to triage students based on health services manual and flow chart for COVID symptoms. The Chester County Health Department Guidelines will be followed.</p> <p>Nursing staff and district attending physician worked to develop procedures.</p> <p>Guidelines from the following organizations are being utilized:</p>				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>CDC; Chester County Health Department (CCHD); American Academy of Pediatrics (AAP); National Association of School Nurses (NASN) and Children’s Hospital of Philadelphia (CHOP).</p> <p>Consider doing routine treatments and medication dispensing in the classroom as feasible. This is to reduce traffic in the nurse’s office so sick and well children are not commingling.</p> <p>Use of surgical masks, and/or gloves depending on clinical need. Use of N95 or KN95 when administering nebulizer treatments to students.</p> <p>Consider use of face shield and/or Plexiglas depending on the clinical picture as well.</p>				
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of</p>	<p>Nurses to stay in contact with the Chester County Health Department (CCHD) for contact tracing.</p> <p>School nurses are not expected to screen students and staff or diagnose cases of COVID.</p> <p>Students and staff with symptoms</p>	<p>same as Yellow</p>	<p>Dr. Leigh Ann Ranieri- Director of Pupil Services</p> <p>Dr. Bob Sokolowski- Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p>		<p>Certified School Nurse (CSN)’s are completing the Johns Hopkins Contact Tracing</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>exposure</p>	<p>of COVID are to have clearance to return to school or work by physician or Certified Registered Nurse Practitioner (CRNP) and/or follow PDE/CDC/CCHD guidelines for isolation.</p> <p>Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the PDE/Chester County Health Department following the Exclusion From and Return to School Requirements.</p> <p>For symptoms of fever with vomiting, diarrhea and other non-Covid symptoms in children, they are to remain home until 72 hours symptom free without the use of fever-reducing medication. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.</p>				<p>Course to better understand the process.</p> <p>Consultation with school district physician, Dr. Kalkiewicz</p>
<p>* Returning isolated or quarantined staff, students,</p>	<p>Students and staff are allowed to return to school per PDE/ CDC/CCHD guidelines CDC return to work/school</p>	<p>same as Yellow</p>	<p>Dr. Leigh Ann Ranieri- Director of Pupil Services</p> <p>Dr. Bob Sokolowski-</p>		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>or visitors to school</p>	<p>guidelines.</p> <p>Individuals returning to school after isolation or quarantine should notify the school prior to return.</p> <p>Students who are isolated and not symptomatic can continue to access their education virtually.</p>		<p>Assistant Superintendent of Schools</p> <p>Dr. Sara Missett- Director of Elementary Education</p>		
<p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>Notification to parents and staff if a positive case is known. Guidance from PDE/Chester County Department of Health will be followed.</p>		<p>Dr. Jim Scanlon- Superintendent of Schools</p> <p>Mr. Michael Wagman- Director of Technology</p>		
<p>Other monitoring and screening practices</p>	<p>Any changes in safety protocol will be communicated by the superintendent and posted on the district web page</p>		<p>Dr. Jim Scanlon - Superintendent</p>		

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:

In-person learning for low incidence disabilities children (continuation of summer program)

Staff will be required to wear face coverings at all times except when in the classroom alone. Students will be taught how to wear face coverings appropriately including how to put it on and take it off. Students will be encouraged to wear face coverings and will practice wearing them gradually building up a tolerance for longer periods of time. Staff will wear gloves when there is a possibility that bodily fluid may be transferred. Shared materials will be wiped with disinfectant between student use. CDC procedures for students who are at high risk will be followed. If students have medical plans as part of their IEP, student medical plans will be followed in addition to the CDC guidelines. Substitute teachers will receive training regarding the Health and Safety Plan. Behavior Supports will be provided to students as they transition to the in-person program.

- If students have medical plans as part of their IEP, the medical plans will be implemented in addition to social distancing, frequent hand washing, and disinfecting surfaces.
- CDC procedures for students who are at high risk will be followed.
- Additional safety measures will be put in place if there is a possibility of bodily fluids being transmitted including the availability to use face shields, gloves and gowns.
- Temperatures will be taken for students who are considered to be at high risk.

Reopening of schools

District will follow latest PDE, CDC and CCHD guidelines for students and staff at high risk including washing hands often, practicing social distancing and wearing a face covering. All students are required to wear a face covering at all times except when taking a break, when outside, and when 6 feet of distance is maintained or if student has a documented, approved medical reason excusing the student from wearing a mask. All staff are required to wear a face covering unless they are in their classroom/office alone or they have an approved documented medical reason excusing the staff person from wearing a face covering.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Protecting students and staff at higher risk for severe illness</p>	<p>High Risk guidelines CDC</p> <ul style="list-style-type: none"> ● <u>Wash your hands</u> often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing, or sneezing. ● Practice <u>social distancing</u>. <ul style="list-style-type: none"> ○ Avoid other people as much as possible by practicing social distancing. Maintain a distance of at least 6 feet (2 meters) between you and people outside your household. ○ Avoid large gatherings or places where people congregate. ● Cover your mouth and nose with a <u>face covering</u> as defined by the Governor's order on July 3, 2020. ● Disinfect <u>frequently touched surfaces</u>. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks. 	<p>Same as Yellow</p>	<p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Dr. Jeff Ulmer-Director of Human Resources</p>	<p>Hand Sanitizer, masks, gloves and disinfectant.</p>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Temperatures will be taken for students who are at high risk and are attending on a daily basis</p> <p>Gloves and gowns will be provided to staff who need to work with students when social distancing is not feasible and bodily fluids may be transmitted.</p>				
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>Face coverings as defined by the Governor’s order or the latest health department guidelines are required by staff when on school district property except:</p> <ul style="list-style-type: none"> ○ when in an enclosed place and alone. ○ cannot wear a face covering due to a medical condition, including those with respiratory issues that impede breathing, mental health condition, or disability. ○ when communicating or seeking to communicate with someone who is hearing impaired or has another disability, where the ability to 	<p>Same as Yellow</p>	<p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Dr. Bob Sokolowski-Assistant Superintendent of Schools</p> <p>Dr. Sara Missett-Director of Elementary Education</p>	<p>Purchase masks</p>	<p>Train staff and students on the appropriate use of face coverings and how to wear them.</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>see the mouth is essential for communication.</p> <p>Face covers must cover the mouth and nose area completely.</p> <p>We will follow the latest PDE guidance:</p> <p>All students must wear a face covering that covers their nose and mouth inside the school and while outside when physical distancing is not feasible.</p> <p>Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team. Teach students and families how to properly wear a face covering (cover nose and mouth), to maintain hand hygiene when removing the face</p>				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>covering for meals and physical activity, and how to replace and maintain (washing regularly) a cloth face covering.</p> <p>Schools should provide face covering breaks throughout the day. Maintain a distance of at least 6 feet during these face covering breaks. Schools may allow students to remove face coverings when students are:</p> <ul style="list-style-type: none"> Eating or drinking when spaced at least 6 feet apart; Seated at desks or assigned workspaces at least 6 feet apart; Engaged in any activity at least 6 feet apart (e.g., face covering breaks, recess, etc.); or When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task. <p>Transparent face coverings provide the opportunity for more visual cues and should be especially considered as an alternative for younger students, students who are deaf and hard of hearing, and their teachers.</p> <p>The district will provide disposable masks and face coverings for employees.</p>				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Wear your Face Covering correctly:</p> <ul style="list-style-type: none"> ○ Wash your hands before putting on your face covering. ○ Put face covering over your nose and mouth and secure it under your chin. ○ Fit face covering snugly against the sides of your face. ○ Make sure you can breathe easily. <p>Take Off Your Face Covering:</p> <ul style="list-style-type: none"> ○ Untie the strings behind your head or stretch the ear loops. ○ Handle only by the ear loops or ties. ○ Fold outside corners together. ○ Place covering in the washing machine (learn more about <u>how to wash cloth face coverings</u>). ○ Be careful not to touch your eyes, nose, and mouth when removing and wash hands immediately after removing. 				
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>Students will be taught to wear face coverings and required to wear them except:</p> <ul style="list-style-type: none"> ○ If a student cannot wear a face covering due to a medical condition, including those with respiratory issues 	<p>Same as yellow</p>	<p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Dr. Bob Sokolowski-Assistant</p>	<p>Purchase masks</p>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>that impede breathing, mental health condition or disability.</p> <ul style="list-style-type: none"> ○ When outside and more than 6 feet social distancing is achieved. <p>Face coverings must cover the mouth and nose area completely.</p> <p>The district will provide disposable masks for students.</p> <p>Be careful not to touch your eyes, nose, and mouth when removing and wash hands immediately after removing.</p>		<p>Superintendent of Schools</p> <p>Dr. Sara Missett-Director of Elementary Education</p>		
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>IEP and 504 teams will determine if there are additional procedures that need to be put in place for individual students.</p> <p>Face shields will be purchased for staff of students who are prone to spraying/spitting bodily fluids.</p> <p>Updated CPI restraint procedures will be implemented. Behavioral supports will be provided for students as they transition to the in-person program.</p>	<p>Same as yellow</p>	<p>Dr. Leigh Ann Ranieri-Director of Pupil Services</p> <p>Special Education Supervisors</p>	<p>Purchase of face shield, gloves</p>	<p>Train staff on the use of face shields and updated CPI restraint procedures.</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Strategic deployment of staff	Para professionals may be needed in areas of larger gatherings (e.g. cafeteria), or when a special needs child requires additional help		Principals		

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
Pilot training to include: Proper use of masks for staff and students; appropriate hand washing, social distancing procedures; how to work with	Pilot: Teachers, related service staff and paraprofessionals	Leigh Ann Ranieri, Director of Pupil Services	Virtual live Zoom session that will be recorded.		June 29, 2020	June 29, 2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
students when social distancing isn't feasible; updated CPI restraint procedures; cleaning surfaces in between daily custodial cleaning						
Train all staff on the proper use of face coverings, hand washing, social distancing and cleaning between daily custodial cleaning	All employees		Virtual live Zoom session that will be recorded.		When we return to in-person instruction.	
Train all students on the proper use of face coverings, hand washing and social distancing	All students		Virtual live Zoom session that will be recorded.			
Train custodial staff on the cleaning and disinfecting procedures	All building custodial staff		Virtual live Zoom session that will be recorded.			
Train teachers in teaching online learning in the event of a closure, or when children are absent	All teachers			Dr. Tammi Florio - Director of Teaching and Learning	July 1, 2020	August 28, 2020

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Parent training: Review the training that is being provided to staff and students including: the proper use of face coverings, hand washing, social distancing and cleaning between daily custodial cleaning	Parents/Guardians	Principals Dr. Bob Sokolowski - Assistant Superintendent Dr. Sara Missett - Director of Elementary Education Dr. Leigh Ann Ranieri - Director of Pupil Services	All communication sent to caregivers will be in English and Spanish. Communications will be available in other languages when requested. Information will be sent to parents regarding hygiene, temperature taking, and procedures to follow if a child shows symptoms of illness.	When school resumes in person.	

Health and Safety Plan Summary: West Chester Area School District

Reopening of Schools August 31, 2020 *(remote learning or WC Cyber to start; low incidence disabilities students to receive services in school when necessary)*

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.

The following summary lists procedures for when students are in the buildings.

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)	CDC recommendations for cleaning will be implemented and the custodial staff will receive training on the use of the cleaning materials. Common areas used on a daily basis will have all touch surfaces cleaned and disinfected three times during the school day. Classrooms, desks and chairs will be cleaned on a daily basis. In addition, staff will use disinfectants between student use for shared materials.

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p> <p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p> <p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Classrooms will be set up to allow a minimum of six feet between each desk (where feasible), and the desks will all be facing the same direction. There will be a maximum of 12 students and 12 adults in a classroom. Staff will be required to wear face coverings at all times unless in the classroom alone. When students and staff are in the hallway or common areas, face coverings will be worn by staff and encouraged for students. Six feet of distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put mask on, take mask off, and maintain mask). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will remain in the same classroom throughout the day and staff will rotate as needed. Students may need to leave the classroom to receive related services when it isn't feasible to provide the services in the classrooms.</p> <p>Meals will be provided in the classroom. Water fountains will be turned off and students will be provided with water bottles, or they may bring their own water bottle. Staff will eat lunch in a room such as the library to ensure that social distancing can be implemented.</p> <p>Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.</p> <p>Students who are considered to be at high risk, will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.</p> <p>Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor space will be utilized on a limited basis and social distancing along with</p>

Requirement(s)**Strategies, Policies and Procedures**

masks will be utilized.

Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person.

Bus drivers will assess their temperature prior to the first run and are required to wear a face covering. There will be hand sanitizer on the bus and the bus will be disinfected between runs. Students will sit one to a seat (summer program only). Aides will be required to wear a face covering and other PPE (as needed) and will be seated across, in front of or behind students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the school year begins. The training will take place via Zoom and be recorded for anyone who is unable to attend at the scheduled time.

- Desks will face the same direction and three feet apart where feasible.
- There will be a limit to 12 students and 12 adults in a classroom; PDE guidelines recommend no more than 25 students in a classroom where feasible.
- Each classroom will be provided with masks, disinfectant spray and hand sanitizer (if there isn't a sink in the classroom).
- Staff will wear face coverings at all times, except when in a classroom alone.
- Students will be taught to wear masks and will be expected to wear them when social distancing isn't feasible.
- Social distancing will be maintained when traveling between rooms.
- Students will stay in the same cohort all day.
- Water fountains will be turned off and bottled water will be provided for students.
- Students will use the restroom one at a time.
- Students will sit one student per seat on the bus (summer program only).
- Bus drivers will wear a face covering at all times.

Requirement(s)**Strategies, Policies and Procedures****Re-opening of School**

General Expectations - Parents will be required to sign a waiver indicating they will take their child's temperature. Staff will also sign a waiver agreeing to take their own temperature each morning, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature, at school, that person will be taken to the nurse for further evaluation. Each classroom will be equipped with disinfectant wipes, sanitizers, masks and gloves. Outdoor space will be utilized on a limited basis and social distancing along with faces coverings will be utilized. Visitors will only be permitted by appointment and have administrative approval to be in the building after it has been determined that the visit can only take place in person. There will be hand sanitizer on the bus and the bus will be cleaned between runs. Students will sit no more than two to a seat. Training will be provided for all staff on the health and safety procedures outlined in the plan.

Middle and High School Classrooms will be set up to allow a minimum of 6 feet between each desk and the desks will all be facing the same direction. There will be a maximum of 25 students in a classroom, unless a larger space is used to accommodate the distancing requirements for additional desks. Students will be required to wear masks or face coverings. Staff will be required to wear masks or face coverings at all times in common areas, or when social distancing is not possible.

Meals will be provided by using an alternate lunch schedule to achieve social distancing requirements of at least six feet.

Elementary students will remain in the same classroom for most of the day with lunch schedules altered to provide social distancing while eating. Elementary students will wear masks or face coverings. Six feet of distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put mask on, take mask off and maintain mask). Students will be taught how to wash their hands properly and how to use the hand sanitizer.

Requirement(s)	Strategies, Policies and Procedures
	<p>Meals will be provided in the classroom, on an A/B schedule. Half of the students will eat in the cafeteria on one day, while the other half will eat in the classroom. The second day roles will shift and the group that ate in the cafeteria will eat in a classroom, while the group that ate in the classroom will now eat in the cafeteria. When entering and exiting the building, staff and students will maintain at least a three-foot distance from the next person.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Handling sporting activities consistent with the <u>CDC Considerations for Youth Sports</u> for recess and physical education classes</p> <p>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<p>Will follow PIAA and Chester County Department of Health Guidelines for activities and social distancing.</p> <p>Childcare centers will be established in the community and/or schools.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>In-person learning for low incidence disabilities children (continuation of summer program)</p> <p>Parents will be required to take their child’s temperature daily before school. Staff will also be required to take their temperature, prior to arriving at school. Parents and staff are responsible for monitoring for signs of illness and staying home, or keeping children home when they are sick. If someone has an elevated temperature at school, that person will be taken to the nurse for further evaluation. The parent will be asked to contact the child’s physician and Chester County Health Department to determine if further assessment is warranted. If there are no other symptoms in addition to the fever and no additional medical interventions are needed, the student can return when at least 3 days (72 hours) has passed since recovery defined as resolution of fever without the use of fever-reducing medications. The district will also take into consideration information provided by the student’s physician and the CCHD in making a determination regarding a student’s return to school.</p> <p>We will follow the state’s guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed <i>since recovery</i> defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician’s note is required to return to school.</p> <p>The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.</p> <ul style="list-style-type: none"> ○ If staff or students have a temperature higher than 100, they will be sent home. ○ CDC and Chester County Health Department guidelines will be implemented

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	<p>regarding returning to school including being fever free for 72 hours. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.</p> <ul style="list-style-type: none"> ○ If there is a suspected or confirmed case of COVID-19, we will follow the Chester County Health Department's direction regarding informing parents and staff. ○ If a quarantine is required, the CDC and health department guidelines will be followed. <p>Re-opening of Schools</p> <p>On a daily basis, all students (or parent of student) and staff will be asked to self-monitor at home utilizing PDEs screening tool prior to coming to school. We will follow the state's guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed <i>since recovery</i> defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school. The district will also take into consideration information provided by the student's physician and the CCHD in making a determination regarding a student's return to school.</p> <p>The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols.</p>

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>In-person learning for low incidence disabilities children (continuation of summer program)</p> <p>Staff will be required to wear face coverings at all times except when in the classroom alone. Students will be taught how to wear face coverings appropriately including how to put it on and take it off. Students will be encouraged to wear face coverings and will practice wearing them gradually building up a tolerance for longer periods of time. Staff will wear gloves when there is a possibility that bodily fluid may be transferred. Shared materials will be wiped with disinfectant between student use. CDC procedures for students who are at high risk will be followed. If students have medical plans as part of their IEP, student medical plans will be followed in addition to the CDC guidelines. Substitute teachers will receive training regarding the Health and Safety Plan. Behavior Supports will be provided to students as they transition to the in-person program.</p> <ul style="list-style-type: none"> • If students have medical plans as part of their IEP, the medical plans will be implemented in addition to social distancing, frequent hand washing and disinfecting surfaces. • CDC procedures for students who are at high risk will be followed. • Additional safety measures will be put in place if there is a possibility of bodily fluids being transmitted including the availability to use face shields, gloves and gowns. • Temperatures will be taken for students who are considered to be at high risk. <p>Reopening of schools</p> <p>District will follow latest PDE, CDC and CCHD guidelines for students and staff at high risk including washing hands often, practicing social distancing and wearing a face covering. All students are required to wear a face covering at all times except when taking a break, when outside and when 6 feet of distance is maintained or if student has a documented approved medical reason excusing the student from wearing a face covering. All staff are required to wear a face covering unless they are in their classroom/office alone or have an approved documented medical reason excusing the staff person from wearing a face covering.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **West Chester Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan affirmed on September 29, 2020 and reaffirmed and updated on October 26, 2020.

The plan was approved by a vote of:

 8 Yes

 0 No

Reaffirmed on: **October 26, 2020**

By:



(Signature of Board President)*

Chris McCune

(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.