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Health and Safety Plan

Cleaning, Sanitizing, Disinfecting, and Ventilation

- The building will be thoroughly sanitized prior to the return of staff and students
- The building will be sanitized/ cleaned throughout the school day as well as thoroughly cleaned by our housekeeping service each school day after the students/ staff have left
- The school has purchased and will continue to purchase the appropriate disinfection supplies that are needed for each classroom and work area
- Frequently touched locations in common areas and classrooms will be cleaned regularly during the school day

Requirements	Action Steps
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	<p>Ventilation systems recycle the air and bring in fresh air from the outside during the day. All filters on all units are replaced at least quarterly and several units are double filtrated. The maintenance department and HVAC company will check and provide ongoing monitoring of our ventilation systems.</p> <p>Water fountains are turned off and water bottles/ water bottle fill stations will be available.</p> <p>All staff will take part in cleaning and disinfecting.</p> <ul style="list-style-type: none"> • Classrooms: all tables/ chairs used by staff and students, doorknobs/ handles, cabinet handles, countertop surfaces, food or crumbs removed from learning surfaces and floor. Conducted before/ after student arrival; before/ after meals; regularly throughout the school day • Food/ meal prep, deliver, and/ or consumption; Student lunch items will be individually wrapped, staff must wear gloves and mask during prep and distribution of lunch items. and wipe; gloves/ masks will be worn by staff when assisting students with feeding needs/ assistance • Bathrooms/ Toileting assistance: All sink knobs/ surfaces, toilet flush handles/ seats, cabinet handles, and light switches, changing tables and lifts are wiped after each use • Bodily fluids: any surfaces that have come into contact with saliva or any other bodily fluids must be immediately disinfected
Other cleaning, sanitizing, disinfecting, and ventilation practices	<p>Staff will be responsible for sanitizing keys, phones, IDs at the start/ end of the school days</p> <p>Cloth masks, head coverings, arm guards and additional PPE will need to be sanitized daily</p>

Social Distancing and Other Safety Protocols

- Student independent workstations will be spaced out from each other, positioned in a way to maximize social distancing practices to the maximum extent possible
- Each classroom will have no more than 8 students
- Students and classroom staff will remain in their classrooms for most of the school day with limited movement throughout the building. Some classrooms may utilize the student cafeteria and ancillary classrooms on a limited basis.
- Classroom staff will be organized in a manner that limits the number of students they interact with, keeping neighboring classrooms (Cohorts/ pods) together to decrease unnecessary student/ staff interactions to the furthest extent possible

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- Staff/ students will wash their hands at least before entering/ exiting classrooms, before/ after meals, between working with individual students, and after restroom use
- Essential visitors and interns will be allowed on campus and they must comply with established screening protocols before entering the building
- Students will be encouraged to wear mask at school. Due to the unique medical, developmental, and sensory needs, not all students will be able to effectively utilize masks.
- Due to medical, behavioral, and personal care needs listed in student's IEPs, there will be times when social distancing is not feasible, and staff will have close contact with some students to provide a safe learning environment

Requirements	Action Steps
* Classroom/ learning space occupancy that allows for 3 or more feet of separation among students and staff throughout the day, to the maximum extent feasible	<p>Each classroom and learning spaces used by students will have student work areas spaced out, to adhere to social distancing practices.</p> <p>Students who require one to one support for behavioral, medical, or personal care needs will have identified staff with whom they interact with.</p> <p>Large group activities will be limited at this time.</p> <p>Students and classroom staff will remain in their classrooms for most of the school day with limited movement throughout the building. Some classrooms may utilize the student cafeteria and ancillary classrooms on a limited basis.</p> <p>Recess and outdoor spaces will be used weather permitting.</p>
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	<p>Students will be served lunches that are individually wrapped and eat within their classrooms or small groups in the student cafeteria.</p>

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Requirements	Action Steps
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	<p>Staff/ students will wash their hands at least before entering/ exiting classrooms, before/ after meals, between working with individual students, and after restroom use</p> <p>Students will be encouraged to wear mask during group settings, transition in common areas, and when social distancing with other students is unattainable. Due to the unique medical, developmental, and sensory needs, not all students will be able to effectively utilize masks.</p> <p>Some staff are permitted to wear face shields when working directly with students providing instruction. Masks must be worn by staff during all other times, except when eating lunch or working in their individual office space.</p> <p>If a mask is removed, staff must follow donning and doffing procedures to limit contamination: When eating/ drinking remove mask completely (do not tuck under chin). Wash hands prior to removing masks and before putting it back on. Areas that come in contact with an individual's mask should be sanitized (i.e. tabletop).</p>
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	Signs will be posted in all common areas, near entrances and sign in stations, classrooms, and restrooms, reminding individuals of good hygiene practices.
* Identifying and restricting non-essential visitors and volunteers	Visitors will be limited. Volunteers will be postponed from in person visits until further notice. IEP meeting participants will be encouraged to participate via telephone or teleconference.
Limiting the sharing of materials among students	Student belongings and materials will be limited to single individual usage and not shared. If materials must be used with multiple individuals, they will be sanitized between students.
Staggering the use of communal spaces and hallways	<p>Hallway traffic will be extremely limited.</p> <p>Use of communal spaces will be scheduled by the Associate Chief School Administrator. Classrooms will be assigned a designated restroom to use outside of their classrooms.</p>

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Requirements	Action Steps
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Classrooms will serve no more than 8 students, when appropriate. Interactions with peers will be limited to include neighboring classrooms.

Monitoring Student and Staff Health

- Parents will prescreen their students for any symptoms prior to sending them to school.
- Parents will follow school policy and keep their student home if they are experiencing any symptoms or illness.
- Staff will prescreen at home and will remain home if they are experiencing any symptoms of illness.
- If someone becomes ill with symptoms NOT consistent with COVID-19 while in the building
 - They will isolate from non-symptomatic individuals and be sent home
 - School administration will be notified
 - Notify Senior Director of Plant Operations who will secure cleaning services
 - If additional students/ staff become ill with similar symptoms, the room/ learning pod will be closed for at least 24 hours and sanitized
- If someone becomes ill with symptoms consistent with COVID-19 while in the building
 - They should be isolated from non-symptomatic individuals immediately and moved to a separate room/ space
 - School administration will be notified
 - Secure the area(s) accessed by the individual and shut off to further access
 - Open Doors and windows and use ventilation fans where applicable
 - Wait 24 hours to clean
 - Notify Senior Director of Plant Operations who will secure cleaning services
 - Notify Human Resources who will identify all parties who may have been in close contact (Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period-starting from 2 days before illness onset) and will make any other notifications
- If an employee or student has tested positive for COVID-19
 - they will isolate from school a minimum of 10 days and until:
 - They remain fever free for 24 hours without the use of fever reducing medications; AND

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- Other symptoms have improved
- Employees must notify their supervisor and parents should notify the school immediately
- School administration will conduct contact tracing and notify employees/families of potential exposure
- If an individual is sick and has symptoms of COVID-19, and
 - Receives a negative COVID test 3-5 days after their exposure/illness, they may return to work/ school if
 - They have been fever free for 24 hours without medication; AND
 - Their symptoms have improved
 - Chooses not to get COVID tested, they will isolate from school/work until
 - At least 10 days have passed since the symptoms first appeared; AND
 - Remain fever free for 24 hours without the use of fever reducing medications; AND
 - Other symptoms have improved
- If an individual is not sick, but was in contact with someone who has COVID-19
 - Fully vaccinated individuals and Individuals who have tested positive for COVID (90 days prior to exposure) do not need to quarantine after contact with someone who had COVID-19 unless they have symptoms. They should get tested 5-7 days after their exposure, even if they don't have symptoms and wear a mask indoors in public for 14 days, following exposure or until their test results is negative.
 - Individuals who are not fully vaccinated against COVID-19 and are identified as a close contact of a COVID-19 case must quarantine. The most protective recommended quarantine period remains at 14 days after the date of last exposure to a person who is infectious with COVID.
 - The CDC has provided options to shorten the 14 day quarantine period
 - Quarantine can end after Day 10 without testing and if no symptoms have been reported during daily monitoring. However, it is recommended that symptom monitoring continue through Day 14.
 - If diagnostic testing resources are collected on or after Day 5 and the test results are negative and if no symptoms were reported during daily monitoring then quarantine can end after Day 7. Specimens collected PRIOR to Day 5 will NOT be sufficient to allow quarantine to end early. Either RT-PCR or antigen tests would be acceptable testing methods for discontinuance of quarantine.
- If a staff member is unable to return to the building, they should reach out to the HR department.
- The lab will notify the local Health Department in the event of any positive cases.
- The staff member is required to notify CI's Human Resources department

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- School Administration will notify staff, families and LEAs of any closures or changes in the safety protocols through School Messenger, texts, calls, emails and letters.
- In the event of unplanned closures, our emergency alert system will be used to notify families, staff, and district personnel.

Requirements	Action Steps
* Monitoring students and staff for symptoms and history of exposure	<p>Parents will prescreen their student prior to sending them on the bus or transporting them to school.</p> <p>Parents will follow our school policy and keep their student home if they are experiencing any symptoms of illness.</p> <p>Staff are encouraged to stay home if they are sick.</p> <p>Staff will prescreen at home and have their temperatures checked as they enter the building.</p>

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Requirements	Action Steps
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>If someone becomes ill with <u>symptoms NOT consistent with COVID-19</u> while in the building:</p> <ul style="list-style-type: none"> • They will isolate from non-symptomatic individuals and be sent home • School administration will be notified • Notify Senior Director of Plant Operations who will secure cleaning services • If additional students/ staff become ill with similar symptoms, the room/ learning pod will be closed for at least 24 hours and sanitized <p>If an individual becomes ill <u>with symptoms consistent with COVID-19</u> while in the building:</p> <ul style="list-style-type: none"> ▪ They should be isolated from non-symptomatic individuals immediately and moved to a separate room/ space ▪ School administration will be notified ▪ Parents will be notified ▪ Areas accessed by the individual may be secured and shut off to further access ▪ Doors and windows will be opened, and ventilation fans used where applicable ▪ A 24-hour waiting period before cleaning of the space ▪ Senior Director of Plant Operations will be notified to secure cleaning/ disinfecting services ▪ HR will be notified and assist in identifying all parties who may have been in close contact (<i>Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period-starting from 2 days before illness onset</i>) and will make any other notification

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*** Returning isolated or quarantined staff, students, or visitors to school**

- If an employee or student has tested positive for COVID-19
 - they will isolate from school a minimum of 10 days and until:
 - They remain fever free for 24 hours without the use of fever reducing medications; AND
 - Other symptoms have improved
 - Employees must notify their supervisor and parents should notify the school immediately
 - School administration will conduct contact tracing and notify employees/families of potential exposure
- If an individual is sick and has symptoms of COVID-19, and
 - Receives a negative COVID test 3-5 days after their exposure/illness, may return to work/ school if
 - Have been fever free for 24 hours without medication
 - Symptoms have improved
 - Chooses not get COVID tested, they will isolate from school until
 - At least 10 days have passed since the symptoms first appeared; AND
 - Remain fever free for 24 hours without the use of fever reducing medications; AND
 - Other symptoms have improved
- If an individual is not sick, but was in contact with someone who has COVID-19
 - Fully vaccinated individuals and Individuals who have tested positive for COVID (90 days prior to exposure) do not need to quarantine after contact with someone who had COVID-19 unless they have symptoms. They should get tested 5-7 days after their exposure, even if they don't have symptoms and wear a mask indoors in public for 14 days, following exposure or until their test results is negative.
 - Individuals who are not fully vaccinated against COVID-19 and are identified as a close contact of a COVID-19 case must quarantine. The most protective recommended quarantine period remains at 14 days after the date of last exposure to a person who is infectious with COVID.
 - The CDC has provided options to shorten the 14 day quarantine
 - Quarantine can end after Day 10 without testing and if no symptoms have been reported during daily monitoring. However, it is recommended that symptom monitoring continue through Day 14.

Requirements	Action Steps
	<ul style="list-style-type: none"> If diagnostic testing resources are collected on or after Day 5 and the test results are negative and if no symptoms were reported during daily monitoring then quarantine can end after Day 7. Specimens collected PRIOR to Day 5 will NOT be sufficient to allow quarantine to end early. Either RT-PCR or antigen tests would be acceptable testing methods for discontinuance of quarantine. <p>“Close Contact”: Someone who was within 6 feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes). An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for discontinuing home isolation.</p> <ul style="list-style-type: none"> Exception: In the K–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<p>The Lab will notify the local Health Department in the event of any positive cases.</p> <p>School Administration will notify staff, families and LEAs of any closures or changes in the safety protocols through School Messenger, texts, calls, emails and letters.</p> <p>In the event of unplanned closures, our emergency alert system will be used to notify families, staff and district personnel.</p>
Other monitoring and screening practices	<p>If a staff member is unable to return to the building, they should reach out to the HR department.</p>

Summary of Information:

- Students will be encouraged to wear masks during group settings, transition in common areas, and when social distancing with other students is unattainable. Due to the unique medical, developmental, and sensory needs, not all students will be able to effectively utilize masks. Tolerating skills will be taught in order to help students learn the skill of mask-wearing.

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However, families have the option of determining if mask-wearing is appropriate for their child. Staff members will be required to wear facial coverings throughout the school day as well as maintain appropriate social distance. Some team members will be permitted to wear face shields when working directly with students providing instruction.

- Classroom support teachers are available in the building each school day. These are PA certified teachers who will be available when the classroom teacher is not available. They receive the same professional development as the daily classroom teachers. There are also additional support paraprofessional staff who are available to assist in classrooms when a classroom paraprofessional is absent.

Requirements	Action Steps
* Use of face coverings (masks or face shields) by all staff	Staff members will be required to wear facial coverings throughout the school day as well as maintain appropriate social distance. They will be permitted to wear face shields when working directly with students providing instruction.
* Use of face coverings (masks or face shields) by older students (as appropriate)	Students will be encouraged to wear mask during group settings, transition in common areas, and when social distancing with other students is unattainable. Due to the unique medical, developmental, and sensory needs, not all students will be able to effectively utilize masks. Tolerating skills will be taught in order to help students learn the skill of mask-wearing. However, families have the option of determining if mask-wearing is appropriate for their child.
Unique safety protocols for students with complex needs or other vulnerable individuals	Instructional and related services staff will be assigned accordingly to meet student needs. Students will have teams of individuals meet to develop individual plans. All decisions made regarding a student's educational plan for the school year will be made through a documented team decision. Team members may include, but are not limited to: the student (if appropriate), guardians, educational supervisor, teachers, related service provider(s), school psychologist and the district LEA.
Strategic deployment of staff	Classroom support teachers are available in the building each school day. These are PA certified teachers who will be available when the classroom teacher is not available. They receive the same professional development as the daily classroom teachers. There are also additional support paraprofessional staff who are available to assist in classrooms when a classroom paraprofessional is absent.

Additional Resources

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

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

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