



# Phased School Reopening Health and Safety Plan Template

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Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non- instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

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*This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.*

## Health and Safety Plan: **Bellefonte Area School District**

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

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

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

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

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

**Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): August 25, 2020**

## Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team

will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Karen Krisch	All	Pandemic coordinator
Tammie Burnaford	All	Plan Development & Response Team
Dan Park, VP High School	HS	Plan Development & Response Team
Aaron Barto, Dir of Physical Plant, Safety Coordinator	All	Plan Development & Response Team
Michelle Simpson	All	Plan Development & Response Team

<b>Mike Fedisson, HS Principal</b>	HS	Plan Development & Response Team
<b>Ally Durney, Teacher</b>	HS	Plan Development
<b>Chris Morris, Teacher</b>	HS	Plan Development
<b>Caleb Rebarchak, Teacher</b>	HS	Plan Development
<b>Drew Eddinger, Teacher</b>	HS	Plan Development
<b>Rebecca Leitzell, Teacher</b>	HS	Plan Development
<b>Kim Gasper, Teacher</b>	HS	Plan Development
<b>Melissa Duckworth, Math Coach</b>	K-12	Plan Development
<b>Deb Moore, Athletic Director</b>	HS	Plan Development & Response Team
<b>Rachel Davis, Teacher</b>	HS	Plan Development
<b>Arlin Roth, Technology</b>	All	Plan Development & Response Team
<b>Julie Fitzgerald, Board Member</b>	HS	Plan Development & Response Team
<b>Rachel Griel, Nurse, Dept Chair</b>	All	Plan Development & Response Team
<b>Sommer Garman, MS Principal</b>	MS	Plan Development & Response Team
<b>Mike Baughman, MS VP</b>	MS	Plan Development & Response Team
<b>Donna Smith, Board Member</b>	MS	Plan Development & Response Team
<b>Jackie Wynkoop, Lit Coach</b>	MS	Plan Development
<b>Kathy Kalbach, Teacher</b>	MS	Plan Development
<b>Mike Walters, Teacher</b>	MS	Plan Development

<b>Aaron Jones, Teacher</b>	MS	Plan Development
<b>Kylie Hernandez, Teacher</b>	MS	Plan Development
<b>Sam Hubley, Teacher</b>	MS	Plan Development
<b>Jami Miller, School Counselor</b>	MS	Plan Development
<b>Sara Wolfe, Teacher</b>	MS	Plan Development
<b>Jen Brown, Elem Principal</b>	Elementary	Plan Development & Response Team
<b>Daniel Besch, Elem Principal</b>	Elementary	Plan Development & Response Team
<b>Kris Vancas, Elem Principal</b>	Elementary	Plan Development & Response Team
<b>Ashley Hamilton, School Counselor</b>	Elementary	Plan Development
<b>Amy Wilson, Teacher</b>	Elementary	Plan Development
<b>Erin Chapman, Teacher</b>	Elementary	Plan Development
<b>Elizabeth Whitehead, Teacher</b>	Elementary	Plan Development
<b>Julie Henry, Teacher</b>	Elementary	Plan Development
<b>Jodi Proctor, Teacher</b>	Elementary	Plan Development
<b>Lata Anantheswaran, Teacher</b>	Elementary	Plan Development
<b>Janelle Reese, School Counselor</b>	Elementary	Plan Development
<b>Jen Roth, Teacher</b>	Elementary	Plan Development
<b>Kate Glocke, Teacher</b>	Elementary	Plan Development
<b>Nicole Kohlhepp, Lit Coach</b>	Elementary	Plan Development

<b>Pam Grimminger, Teacher</b>	Elementary	Plan Development
<b>Kim Weaver, Board Member</b>	Elementary	Plan Development & Response Team
<b>Lester Griel II, CRNP, MS-N, NP-C</b>	ALL	Plan Development; Community Health Rep
<b>Pat Zimmerman, Teacher</b>	Elementary	Plan Development
<b>Jeff Wharran</b>	ALL	CC EMA
<b>Jody Lair</b>	ALL	CC EMA
<b>Jennifer Carroll</b>	Elementary	Plan Development
<b>Kim Sharp</b>	Middle School	Plan Development
<b>Dr. Elizabeth McGraw, Dir of IDD at PSU</b>	ALL	Plan Development

## 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:** Daily custodial protocols with increased cleaning schedules for restrooms and high-touch areas will include the use of cleaners and disinfectant solutions to eliminate virus germs. HVAC systems will be optimized to provide increased circulation and air exchange. Upgraded filters may be used. Windows (when applicable) and doors open for increased ventilation. Teachers will be supplied with a classroom safe sanitizer spray to be used as needed in the classroom. Touchless hand sanitizing stations will be installed in each learning space. Bus protocols will increase physical distancing, include hand sanitizing, face coverings, and assigned seats.

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)
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<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>Flush all water systems to ensure they are safe to minimize risk of diseases associated with water.</p> <p>Ensure HVAC systems (heating, ventilation, and air conditioning systems) are operating properly. Increase introduction of outdoor air as much as possible.</p> <p>Adjust settings on the building automation systems to maximum outside air setting.</p> <p>Use operable windows when outdoor humidity and allergen levels allow.</p> <p>Evaluate the capability of the current HVAC system to accept upgraded filters and implement if feasible.</p> <p>Prepare a plan for the potential need to elevate humidity levels during the winter months.</p> <p>Teachers will be supplied with a spray sanitizer that does not require PPE and has a COVID 19 kill rate of one minute to be used periodically on desks, other classroom surfaces, and playground equipment. Each room will have a touchless hand sanitizing station.</p> <p>Water filling stations cleaned frequently; water fountains covered or turned off.</p>	<p>Flush all water systems to ensure they are safe to minimize risk of diseases associated with water.</p> <p>Ensure HVAC systems (heating, ventilation, and air conditioning systems) are operating properly. Increase introduction of outdoor air as much as possible.</p> <p>Adjust settings on the building automation systems to maximum outside air setting.</p> <p>Use operable windows when outdoor humidity and allergen levels allow.</p> <p>Evaluate the capability of the current HVAC system to accept upgraded filters and implement where feasible.</p> <p>Prepare a plan for the potential need to elevate humidity levels during the winter months</p> <p>Teachers will be supplied with a spray sanitizer that does not require PPE and has a COVID 19 kill rate of one minute to be used periodically on desks, other classroom surfaces, and playground equipment. Each room will have a touchless hand sanitizing station.</p> <p>Water filling stations cleaned frequently; water fountains covered or turned off.</p>	<p>Director of PP Custodial Crews Administration Teachers Bus drivers</p>	<p>Spray bottles, sanitizer; guidelines provided for storage &amp; use for teachers.</p> <p>Cleaning supplies and protective equipment for custodial staff; written guidelines for special cleaning protocols.</p>	<p>Y</p>
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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>Schedule created for frequent cleaning/sanitizing of restrooms and high touch areas. Routine cleaning of other areas.</p> <p>Classroom doors open (locked per safety protocols) for ventilation and to reduce student and staff contact with doorknobs. In buildings with windows, open as able to increase ventilation. Benner and Bellefonte Elem may utilize fans located near and facing windows to properly circulate airflow.</p> <p>Buses Two students per seat or less; face covering required; fill bus from the back; assigned seats; siblings seated together; windows open for ventilation when weather permits; hand sanitizing stations installed; students asked to sanitize upon entering and exiting. Seats marked; every other seat when possible.</p>	<p>Schedule created for frequent cleaning/sanitizing of restrooms and high touch areas. Routine cleaning of other areas.</p> <p>Classroom doors open (locked per safety protocols) for ventilation and to reduce student and staff contact with doorknobs. In buildings with windows, open as able to increase ventilation. Benner and Bellefonte Elem may utilize fans located near and facing windows to properly circulate airflow.</p> <p>Buses Two students per seat or less; face covering required; fill bus from the back; assigned seats; siblings seated together; windows open for ventilation when weather permits; hand sanitizing stations installed; students asked to sanitize upon entering and exiting. Seats marked; every other seat when possible.</p>			
<p><b>Other cleaning, sanitizing, disinfecting, and ventilation practices</b></p>	<p>Consider staggered or altered custodial schedules to increase cleaning of high touch/high traffic areas.</p> <p>Teachers will be required to leave the building each day by 5pm for deep cleaning of buildings.</p>	<p>Consider staggered or altered custodial schedules to increase cleaning of high touch/high traffic areas.</p> <p>Teachers will be required to leave the building each day by 5pm for deep cleaning of buildings.</p>	<p>Director of PP; administration</p>	<p>n/a</p>	<p>N</p>

## 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:** Three educational offerings will be provided to families: Full time return to school, a Hybrid Option (2 days in-person/3 days Google Classroom at home); or BeLA (Bellefonte Online Learning Academy). Should we go to a remote phase or as deemed necessary by administration, a full-time online Google Classroom based model may be implemented (BeLA students will remain in BeLA) In-person models: physical distancing will be mandated at 3-6 ft. Face coverings are mandated as per the Governor's/DOH orders. There will be scheduled handwashing/sanitizing and no touch systems for cafeteria serving when possible. Signage and floor stickers will direct traffic flow and help maintain physical distancing. Parent and agency meetings will be held virtually and no volunteers or outside groups may use the school property with the exception of the YMCA afterschool Child Care Program which has been deemed a vital service. A plan will be developed for physical education and recess to maintain physical distancing and sanitizing. There will be a plan for buses to minimize student contact but as this is a greater challenge, parents will be encouraged to drop off/pick up students to the extent possible. Adults will be advised to minimize congregating at lunch and other times during the school day. Staff and parents will do a self-check for symptoms and temperature check prior to boarding buses or coming to school with guidelines for staying home if other signs of illness are present as well. Attendance policies will be adjusted and flexible. The school board will need to declare a local emergency due to the COVID 19 pandemic and submit documentation to PDE in order for online learning days in to count as official school days for students.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
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<p><b>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>Data will be collected from multiple sources and evaluated by the Superintendent in collaboration with other county school superintendents, IU10, health officials, PDE, the DOH or other reputable sources to determine the course of action. Should numbers in the county reach the Substantial level, PDE will consult with districts to determine a course of action.</p> <p>Options may include remaining full in-person, or a Blended learning model or full remote as determined from collaboration with the above sources.</p> <p>BeLA (Bellefonte Online Learning Academy) will be an option for parents who do not want their child(ren) to attend in-person school.</p> <p>Face coverings mandatory for all students and staff in school buildings and outdoors and on buses as per the governor's order with noted exceptions. Outdoors, may remove masks with 6ft or greater physical distancing for mask breaks for no longer than 10 minutes.</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,</p>	<p>Data will be collected from multiple sources and evaluated by the Superintendent in collaboration with other county school superintendents, IU10, health officials, PDE, the DOH or other reputable sources to determine the course of action. Should numbers in the county reach the Substantial level, PDE will consult with districts to determine a course of action.</p> <p>Options may include remaining full in-person, or a Blended learning model or full remote as determined from collaboration with the above sources.</p> <p>BeLA (Bellefonte Online Learning Academy) will be an option for parents who do not want their child(ren) to attend in-person school.</p> <p>Face coverings mandatory for all students and staff in school buildings and outdoors and on buses as per the governor's order with noted exceptions. Outdoors, may remove masks with 6ft or greater physical distancing. for mask breaks for no longer than 10 minutes.</p> <p>Children two years and older are required to wear a face covering unless they have a medical or disability, documented in accordance with Section 504 of</p>	<p>Administration, HR, all staff, school board</p>	<p>Signage, storage crates for furniture that must be removed, floor markings, extra PPE, cleaning, disinfecting supplies, extra classroom supplies and recess activities</p>	<p>Y</p>
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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 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. Individuals must wear face coverings unless they have a medical or mental health condition or disability, documented in accordance with the Americans with Disabilities Act, that precludes the wearing of a face covering in school.</p> <p><a href="https://www.education.pa.gov/Schools/safe-schools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx">https://www.education.pa.gov/Schools/safe-schools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx</a></p> <p>The district will follow all mask orders and changes as released by the DOH: newest order: <a href="#">11/23/2020 DOH Mask Order</a></p> <p>Master schedule adaptations to increase students working in cohorts and minimizing exposure to large numbers of students.</p> <p>Students without face coverings may be seated 6+ft from other students.</p>	<p>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. Individuals must wear face coverings unless they have a medical or mental health condition or disability, documented in accordance with the Americans with Disabilities Act, that precludes the wearing of a face covering in school.</p> <p><a href="https://www.education.pa.gov/Schools/safe-schools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx">https://www.education.pa.gov/Schools/safe-schools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx</a></p> <p>The district will follow all mask orders and changes as released by the DOH: newest order: <a href="#">11/23/2020 DOH Mask Order</a></p> <p>Master schedule adaptations to increase students working in cohorts and minimizing exposure to large numbers of students.</p> <p>Students without face coverings may be seated 6+ft from other students.</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><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<p>Lunch cafeteria seating with 6 ft of physical distancing. Facing one direction or staggered seating so students are not directly across from each other. Assigned seats. Classroom eating may be utilized, if needed.</p> <p>Adjusted entrances and exits to allow for physical distancing.</p> <p>Physical distancing to receive meals; no touch system and use of prepackaged items when available.</p> <p>PPE for lunch duty monitors who may come in contact with trays, silverware or table cleaning.</p> <p>No touch systems for entering student café pin numbers (students recite, cashier enters, barcode systems, etc.) If touchless not possible, sanitized after each use.</p> <p>Bagged/prepackaged breakfast taken to classroom for consumption. If must be consumed in café, 6 ft physical distancing.</p>	<p>Lunch cafeteria seating with 3-6 ft of physical distancing. Facing one direction or staggered seating so students are not directly across from each other. Assigned seats. Classroom eating may be utilized, if needed.</p> <p>Adjusted entrances and exits to allow for physical distancing.</p> <p>Physical distancing to receive meals; no touch system and use of prepackaged items when available.</p> <p>PPE for lunch duty monitors who may come in contact with trays, silverware or table cleaning.</p> <p>No touch systems for entering student café pin numbers (students recite, cashier enters, barcode systems, etc.) If touchless not possible, sanitized after each use.</p> <p>Bagged/prepackaged breakfast taken to classroom for consumption. If must be consumed in café, 6ft physical distancing.</p>	<p>Administration, all staff</p>	<p>Signage, storage crates for furniture that must be removed, floor markings, extra PPE, cleaning, disinfecting supplies</p>	<p>Y</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><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>Scheduled hand-washing for elementary students. Reminders for older students throughout the day.</p> <p>Hand sanitizer stations in every learning space. Training for students to utilize upon entry and exit to every space.</p> <p>Each building will have a supply of face coverings and other PPE for staff and student use; providing own personal PPE will be encouraged.</p>	<p>Scheduled hand-washing for elementary students. Reminders for older students at scheduled times throughout the day.</p> <p>Hand sanitizer stations in every learning space. Training for students to utilize upon entry and exit to every space.</p> <p>Each building will have a supply of face coverings and other PPE for staff and student use; providing own personal PPE will be encouraged.</p>	Administration, HR, all staff	Signage, floor markings, extra PPE, cleaning, disinfecting supplies	Y
<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p>Signage to indicate safety protocols such as hallway movement, occupancy numbers, hand washing/sanitizer use, playground protocols, etc.as per DOH orders</p> <p>Floor and wall markings as needed.</p>	<p>Signage to indicate safety protocols such as hallway movement, occupancy numbers, hand washing/sanitizer use, playground protocols, etc. as per DOH orders</p> <p>Floor and wall markings as needed.</p>	Administration, all staff	Signage, floor markings	Y

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><b>* Identifying and restricting non-essential visitors and volunteers</b></p>	<p>Virtual meetings with parents when possible; 6ft physical distancing and face coverings for in-person meetings. Parent drop off/pick up from office foyers: students meet parents in foyer or escorted to parent by staff, if needed.</p> <p>No volunteers permitted in buildings during school hours.</p> <p>No outside groups permitted to utilize buildings; only secondary PIAA or extracurricular activities.</p> <p>Event or gathering numbers must meet the current Governor's or DOH orders for PA.</p> <p>Identified necessary services for students such as mental healthcare providers or others must follow this plan and provide their agency's health/safety plan to the building principal.</p>	<p>Virtual meetings with parents when possible; 6ft physical distancing and face coverings for in-person meetings. Parent drop off/pick up from office foyers: students meet parents in foyer or escorted to parent by staff, if needed.</p> <p>No volunteers permitted in buildings during the school hours.</p> <p>No outside groups permitted to utilize buildings; only secondary PIAA or extracurricular activities. PTO and Booster Clubs may meet.</p> <p>Event or gathering numbers must meet the current Governor's or DOH orders for PA.</p> <p>Identified necessary services for students such as mental healthcare providers or others must follow this plan and provide their agency's health/safety plan to the building principal.</p>	<p>Administration, HR, all staff, PR person</p>	<p>Signage, written guidelines</p>	<p>Y</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><b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b></p>	<p><a href="#">See Athletic Return to Play Plan 9 4 2020 Bellefonte Athletic COVID-19 Plan (Return to Play).pdf</a></p> <p>Physical education activities modified/chosen to allow for 6 ft physical distancing, no sharing of equipment. Handwashing and hand sanitizing. Equipment sanitized between classes.</p> <p>Recess: no sharing of equipment; 6ft physical distancing; one class per area of play at a time; supervised handwashing and hand sanitizing upon return to class. Each class has their own recess equipment.</p> <p>Teachers may use supplied sanitizer before and after equipment use.</p>	<p><a href="#">See Athletic Return to Play Plan 9 4 2020 Bellefonte Athletic COVID-19 Plan (Return to Play).pdf</a></p> <p>Physical education activities chosen/modified to allow for 6ft physical distancing and minimal sharing of equipment. Handwashing and hand sanitizing; equipment sanitized between classes.</p> <p>Recess: minimal sharing of equipment; 6 ft physical distancing; supervised handwashing and hand sanitizing upon return to class; one grade or class per play area at a time. Each class has its own recess equipment.</p> <p>Teachers may use supplied sanitizer before and after equipment use.</p>	<p>Administration, all staff</p>	<p>Signage, storage crates for furniture that must be removed, floor markings, extra PPE, cleaning, disinfecting supplies, extra classroom supplies and recess activities</p>	<p>Y</p>
<p><b>Limiting the sharing of materials among students</b></p>	<p>No student sharing of supplies or materials.</p>	<p>No sharing of student materials and supplies unless they can be, and are, sanitized between each use.</p>	<p>Administration, all staff</p>	<p>Signage, storage crates for furniture that must be removed, floor markings, extra PPE, cleaning, disinfecting supplies, extra classroom supplies and recess activities</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)
<b>Staggering the use of communal spaces and hallways</b>	Scheduled restroom breaks and hallway transitions to minimize traffic numbers. Occupancy restrictions for restrooms, cafeterias, library, classrooms.	Scheduled restroom breaks and hallway transitions to minimize traffic numbers. Occupancy restrictions for restrooms, cafeterias, library, classrooms.	Administration, all staff	Signage, floor markings, extra PPE, cleaning, disinfecting supplies	Y
<b>Adjusting transportation schedules and practices to create social distance between students</b>	Two students per seat; face coverings required; fill seats from the back; assigned seats with siblings together; windows open for ventilation when weather permits; hand sanitizer stations in each bus. Encourage parent drop off /pick up Add drop off and pick up locations at each building when possible to improve physical distancing.	Two students per seat; face coverings required; fill seats from the back; assigned seats with siblings together; windows open for ventilation when weather permits; hand sanitizer stations in each bus. Encourage parent drop off /pick up Add drop off and pick up locations at each building when possible to improve physical distancing.	Administration; Busing contractors; Transportation department	Signage, extra PPE, cleaning, disinfecting supplies	Y
<b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b>	Specials teachers will push in to elementary classrooms except for physical education. Phys Ed will be outdoors when weather permits.  Larger classes will be moved to larger spaces when possible.  Use of outdoor learning spaces will be encouraged, weather permitting and space available.  Cohorts of students and assigned seats to the maximum extent possible.	Specials teachers will push in to elementary classrooms except for physical education. Phys Ed will be outdoors when weather permits.  Larger classes will be moved to larger spaces when possible.  Use of outdoor learning spaces will be encouraged, weather permitting and space available.  Cohorts of students and assigned seats to the maximum extent possible.	Administration, HR, all staff	Signage, storage crates for furniture that must be removed, carts for specials teachers; floor markings, extra PPE, cleaning, disinfecting supplies, extra classroom supplies and recess activities	Y

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><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p>	<p>YMCA after school care will follow school Health and Safety Plan, will place a cap on the number of participants. Morning program at Bellefonte Elementary will be stationed at the YMCA and the staff will walk them to school at start time. The YMCA will share their Health &amp; Safety Plan with BASD.</p> <p>In a fully remote scenario, the district will operate a School Age Childcare center for district staff. See attached link. <a href="#">SACC Health and Safety</a></p>	<p>YMCA after school care will follow school Health and Safety Plan, will place a cap on the number of participants. Morning program at Bellefonte Elementary will be stationed at the YMCA and the staff will walk them to school at start time. The YMCA will share their Health &amp; Safety Plan with BASD.</p> <p>In a fully remote scenario, the district will operate a School Age Childcare center for district staff. See attached link. <a href="#">SACC Health and Safety</a></p>	<p>Administration; YMCA staff (Heather Heckman)</p>	<p>Signage, floor markings, extra PPE, cleaning, disinfecting supplies, extra classroom supplies and recess activities</p>	<p>Y</p>

<p><b>Other social distancing and safety practices</b></p>	<p>Occupancy restrictions on staff lunch/break rooms; provide alternate break areas and eating spaces to maintain 6+ft physical distancing. Training for staff about minimizing social congregating or protocols for work collaboration.</p> <p>Parents will take student temperature and check for symptoms of illness prior to leaving for school; instruction will be provided to parents through all communication tools possible such as social media, mailings, newsletters, emails, websites, posters, signage, etc. indicating that upon return to school in the fall they should not send their child to school with listed symptoms.</p> <p>Attendance policies will be adjusted/relaxed to accommodate quarantines and absences for illness.</p> <p>Staff will self-screen daily for symptoms of illness and not attend school if any symptoms exist. Instructions will be provided to staff through all communication tools possible such as faculty meetings, social media, mailings, newsletters, emails, websites, posters, signage, etc.</p> <p>Students who do not have access to online learning; certain students with IEPs, CPI students and</p>	<p>Occupancy restrictions on staff lunch/break rooms; provide alternate break areas and eating spaces to maintain 6+ft physical distancing. Training for staff about minimizing social congregating or protocols for work collaboration.</p> <p>Parents will take student temperature and check for symptoms of illness prior to leaving for school; instruction will be provided to parents through all communication tools possible such as social media, mailings, newsletters, emails, websites, posters, signage, etc. indicating that upon return to school in the fall they should not send their child to school with listed symptoms.</p> <p>Attendance policies will be adjusted/relaxed to accommodate quarantines and absences for illness.</p> <p>Staff will self-screen daily for symptoms of illness and not attend school if any symptoms exist. Instructions will be provided to staff through all communication tools possible such as faculty meetings, social media, mailings, newsletters, emails, websites, posters, signage, etc.</p> <p>Anyone who has traveled will be required to follow the current Governor's or DOH orders</p>	<p>Administration; all staff, HR</p>	<p>Signage, extra PPE, cleaning, disinfecting supplies; posters; newsletters, social media, parent communication tools.</p>	<p>Y</p>
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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>others identified by administration may be required or permitted to attend daily to accommodate their unique circumstances.</p> <p>Anyone who has traveled will be required to follow the current Governor's or DOH orders pertaining to travel and testing and quarantining.</p> <p>The school board will declare a local emergency due to the COVID19 Pandemic to allow for online learning to meet the required number of learning hours/days per school code.</p> <p>The school board will pass a resolution that if new mandates or orders come from the Governor's Office, PDE, DOH or other authorities related to the schools and COVID19, the Superintendent has the ability to enact those mandates until the next School Board meeting.</p> <p><a href="#">Follow PDE Fire &amp; Safety Drill Guidance</a></p>	<p>pertaining to travel and testing and quarantining.</p> <p>The school board will declare a local emergency due to the COVID19 Pandemic to allow for online learning to meet the required number of learning hours/days per school code.</p> <p>The school board will pass a resolution that if new mandates or orders come from the Governor's Office, PDE, DOH or other authorities related to the schools and COVID19, the Superintendent has the ability to enact those mandates until the next School Board meeting.</p> <p><a href="#">Follow PDE Fire &amp; Safety Drill Guidance</a></p>			

**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:** Teachers and parents will be informed regarding the need to monitor their health and to stay home should any symptoms of illness be present. The nursing department, using guidelines from the CDC and the PA DOH will develop protocols for quarantining students or staff who are present at school and exhibiting symptoms. Administration and nursing staff will work with the DOH to inform staff and families of exposure and next steps. Families will receive guidance documents from the nursing staff regarding sick day rules. Medical clearance will be required for any quarantined or ill person to return to school.

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><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Parents will take student temperature and check for symptoms of illness prior to leaving for school; instruction will be provided to parents through all communication tools possible such as social media, mailings, newsletters, emails, websites, posters, signage, etc. indicating that upon return to school in the fall they should not send their child to school with listed symptoms.</p> <p>Staff will self-screen daily for symptoms of illness and not attend school if any symptoms exist. Instructions will be provided to staff through all communication tools possible such as faculty meetings, social media, mailings, newsletters, emails, websites, posters, signage, etc.</p> <p>Parents, students, staff will notify the school nurse immediately if any they or anyone in their care are experiencing any symptoms of illness.</p>	<p>Parents will take student temperature and check for symptoms of illness prior to leaving for school; instruction will be provided to parents through all communication tools possible such as social media, mailings, newsletters, emails, websites, posters, signage, etc. indicating that upon return to school in the fall they should not send their child to school with listed symptoms.</p> <p>Staff will self-screen daily for symptoms of illness and not attend school if any symptoms exist. Instructions will be provided to staff through all communication tools possible such as faculty meetings, social media, mailings, newsletters, emails, websites, posters, signage, etc.</p> <p>Parents, students, staff will notify the school nurse immediately if any they or anyone in their care are experiencing any symptoms of illness.</p>	<p>Parents, nursing staff, administration, all staff, HR</p>	<p>Written agreements Sick Day Rules Attendance Policy guidelines</p>	<p>Y</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)
* <b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b>	Isolation of individual with symptoms in designated area until individual can be escorted out of the building. Provided with PPE if needed while isolated.  Sick Day Rules: <a href="https://docs.google.com/document/d/1n8SsyHdb2meR_D5eLCsAFWlwS8ia3qFCC8jNj0KHFyQ/edit?usp=sharing">https://docs.google.com/document/d/1n8SsyHdb2meR_D5eLCsAFWlwS8ia3qFCC8jNj0KHFyQ/edit?usp=sharing</a>	Isolation of individual with symptoms in designated area until individual can be escorted out of the building. Provided with PPE if needed while isolated.  Sick Day Rules: <a href="https://docs.google.com/document/d/1n8SsyHdb2meR_D5eLCsAFWlwS8ia3qFCC8jNj0KHFyQ/edit?usp=sharing">https://docs.google.com/document/d/1n8SsyHdb2meR_D5eLCsAFWlwS8ia3qFCC8jNj0KHFyQ/edit?usp=sharing</a>	Nursing Staff, administration, all staff	Quarantine Protocol Sick Day Rules	Y
* <b>Returning isolated or quarantined staff, students, or visitors to school</b>	Require medical clearance to return.	Require medical clearance to return.	Administration, HR, nursing staff, DOH	DOH guidelines	Y
<b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b>	Use of Blackboard messages, website, social media, email, newsletters, etc.  Administration and the nursing staff will work with the DOH to inform staff and families of exposure and next steps.	Use of Blackboard messages, website, social media, email, newsletters, etc.  Administration and the nursing staff will work with the DOH to inform staff and families of exposure and next steps.	Administration, PR Person	Letters, notices, announcements	Y
<b>Other monitoring and screening practices</b>					

## 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:** Face coverings will be required as per the Governor’s orders with noted exceptions. Virtual options will be offered for students at high risk or other accommodations in collaboration with families and medical experts. Flexible attendance policies and increased collaboration with the Human Resources department will be needed. In some instances there will be reallocation of staff or building arrangements to increase safety through increased physical distancing.

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)
<b>* Protecting students and staff at higher risk for severe illness</b>	Virtual options will be provided and are recommended. Flexible attendance policies for students and staff. High risk staff will discuss concerns with HR.	Virtual options will be provided and are recommended. Flexible attendance policies for students and staff. High risk staff will discuss concerns with HR.	Administration, guidance staff, nursing staff, teachers	Flexible attendance guidelines, Google Classroom and BeLA options; written health plans; guidance from physicians/DOH	Y
<b>* Use of face coverings (masks or face shields) by all staff</b>	Required as per Governor’s orders with noted exceptions. Will be available in the school office if needed.	Required as per Governor’s orders with noted exceptions. Will be available in the school office if needed.	All staff	Extra PPE	Y
<b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b>	Required as per Governor’s orders and PDE guidelines with noted exceptions. Will be available in the school office if needed.	Required as per Governor’s orders and PDE guidelines with noted exceptions. Will be available in the school office if needed.	All Staff	Extra PPE	Y
<b>Unique safety protocols for students with complex needs or other vulnerable individuals</b>	Requires medical or parental guidance and discussions.	Requires medical or parental guidance and discussions.	Administration, guidance staff, nursing staff, teachers	Written health plans	Y

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)
<b>Strategic deployment of staff</b>	<p>Consider staggered or altered custodial schedules to increase cleaning of high touch/high traffic areas.</p> <p>Reallocate professional and support staff to assist with online lessons or BeLA when available and need is indicated.</p>	<p>Consider staggered or altered custodial schedules to increase cleaning of high touch/high traffic areas.</p> <p>Reallocate professional and support staff to assist with online lessons or BeLA when available and need is indicated.</p>	Administration	None	Y

## 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
Information on what PDE/CDC are providing as guidelines at this time.	All staff	Principals/ Supervisors	Back-to-school faculty meeting	Written/virtual guidelines for reference	Aug 2020	Ongoing
Collaboration time with teachers to review what was covered in the Spring and where to begin in the Fall	All staff	Principals, coaches, department chairs	Back to School Meetings, Team Meetings throughout year	Curriculum and resources	Aug 2020	Ongoing
Training on mental health/anxiety for students; how do we support ALL students as they return to school	All staff	Guidance; social workers; administration, nursing dept	Meetings, PL days, trade time	Reference materials	August 2020	Ongoing

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
What should staff report to admin? Health concerns of students? Students not wearing a mask/following the procedures?	All staff	Principals, nurses	Written guidelines, faculty meetings	Written guidelines	August 2020	Ongoing
HIPAA regulations - what is/is not confidential? What can staff ask regarding health? How staff should handle a situation if a student starts sharing confidential health information.	All staff	Principals/nurse	Written guidelines, faculty meetings	Written guidelines	August 2020	Ongoing
Care and procedures for Chromebooks and other student materials/supplies - what are the expectations for teachers/students? (This is more instruction based, however, something that will need to be addressed with staff and students.)	All staff	Principals, MIS, teachers	Written guidelines, faculty meetings	Written guidelines	August 2020	Ongoing
Re-entry Plan	All staff	Administration; task force	Written guidelines, in person meetings	Written guidelines	July 2020	ongoing



## Health and Safety Plan Communications

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

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
<b>Health &amp; Safety Plan</b>	Staff, parents, community members	Pandemic Coordinator, Human Resources, Administration, Nursing staff, PR person, MIS	Website, social media, local media, Blackboard system, building level newsletters, signage, virtual meetings	July 2020	ongoing

## Health and Safety Plan Summary: Bellefonte Area School District

Anticipated Launch Date: August 25, 2020

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

### Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>Daily custodial protocols with increased cleaning schedules for restrooms and high-touch areas will include the use of cleaners and disinfectant solutions to eliminate virus germs. HVAC systems will be optimized to provide increased circulation and air exchange. Upgraded filters may be used. Windows (when applicable) and doors open for increased ventilation. Teachers will be supplied with a classroom safe sanitizer spray to be used as needed in the classroom. Touchless hand sanitizing stations will be installed in each learning space. Bus protocols will increase physical distancing, include hand sanitizing, face coverings, and assigned seats.</p>

### Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p> <p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<p>In a green phase, three educational offerings will be provided to families: Full time return to school, a Hybrid Option (2 days in-person/3 days Google Classroom at home); or BeLA (Bellefonte Online Learning Academy). Should we go to a yellow phase, a Blended learning model will be implemented which could include the options above or half of the students will attend in person and half will attend through Google Classroom or full time through Google Classroom. (BeLA students will remain in BeLA) In the green phase physical distancing will be mandated at 3-6 ft; in yellow, mandated at 6 ft. Face coverings are</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* <b>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p> <p>* <b>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p> <p>* <b>Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</b></p> <p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p> <p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p> <p><b>Other social distancing and safety practices</b></p>	<p>mandated as per the Governor's/DOH orders. There will be scheduled handwashing/sanitizing and no touch systems for cafeteria serving when possible. Signage and floor stickers will direct traffic flow and help maintain physical distancing. Parent and agency meetings will be held virtually and no volunteers or outside groups may use the school property with the exception of the YMCA afterschool Child Care Program which has been deemed a vital service. A plan will be developed for physical education and recess to maintain physical distancing and sanitizing. There will be a plan for buses to minimize student contact but as this is a greater challenge, parents will be encouraged to drop off/pick up students to the extent possible. Adults will be advised to minimize congregating at lunch and other times during the school day. Staff and parents will be informed to do a temperature check prior to boarding buses or coming to school with guidelines for staying home if other signs of illness are present as well. Attendance policies will be adjusted and flexible. The school board will adopt a resolution to declare a local emergency due to the COVID 19 pandemic and submit documentation to PDE in order for online learning days in the hybrid model to count as official school days for students.</p>

## Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* <b>Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Teachers and parents will be informed regarding the need to monitor their health and to stay home should any symptoms of</p>

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</b></p>	<p>illness be present. The nursing department, using guidelines from the CDC and the PA DOH will develop protocols for quarantining students or staff who are present at school and exhibiting symptoms. Administration and nursing staff will work with the DOH to inform staff and families of exposure and next steps. Families will receive guidance documents from the nursing staff regarding sick day rules. Medical clearance will be required for any quarantined or ill person to return to school.</p>

### Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Protecting students and staff at higher risk for severe illness</b></p> <p><b>* Use of face coverings (masks or face shields) by all staff</b></p> <p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p> <p><b>Strategic deployment of staff</b></p>	<p>Face coverings will be required as per the Governor's orders with noted exceptions. Virtual options will be offered for students at high risk or other accommodations in collaboration with families and medical experts. Flexible attendance policies and increased collaboration with the Human Resources department will be needed. In some instances there will be reallocation of staff or building arrangements to increase safety through increased physical distancing.</p>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Bellefonte Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **(INSERT DATE: MONTH, DAY, YEAR)**.

The plan was approved by a vote of:

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

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

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

By:

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*(Signature\* of Board President)*

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*(Print Name of Board President)*

\*Electronic signatures on this document are acceptable using one of the two methods detailed below.

**Option A:** The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

**Option B:** If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.