



Health & Safety Plan Return
Holicong Middle School

Updated for February 22nd

Adjustments for 5-Day Traditional Return Noted in Red





Health & Safety Plan Return

General Updates





Health & Safety Plan

General Information

- **Health & Safety Plan**
 - Review of Survey
 - Classes & Room Design
 - Blue Tape & Seating Charts
- **Option for Switching**
 - Available again 4th marking period
 - If choose to go online after next week = remains for marking period – please email counselor with request
- **FEMO, IT , Transportation & Adjustments**
 - FEMO - Trailer for large items (art, tech ed, cafeteria, etc.)
 - IT – Access Ponto/WiFi in Cafeteria
 - Transportation – AM Busses
- **Attendance - Traditional & Online**
 - Traditional in Person Students – Students not attending = absent & must have note/email from parent guardian – will be changed to excused absence (can attend virtually if choose)
 - Online Students – Must be logged in with cameras on at start of class & remain in class
- **Bell Schedule** – Status quo
- **Intervention & Enrichment** – Status quo (Tuesday & Thursdays after school)
- **Monday, February 22nd**
 - Regular Schedule
 - Review of Health & Safety Plan (**adjustments in red**) & other essential information (Colonial Cores & ALICE procedures)





Health & Safety Plan

Holicong Mission

Holicong Middle School will foster a climate of ***academic, social, and emotional learning*** with an emphasis on ***respectful, responsible, considerate, and healthy behaviors.***





Health & Safety Plan

Holicong Mission

We are excited about the return...and this will only work if everybody makes a dedicated effort to...

GET IN THE GAME!





Health & Safety Plan Return

[Attendance Procedures](#)

Holicong Health & Safety Plan Logistics & Procedures

Attendance Procedures – 5 Day Traditional Students

Adjustment(s) – Students will attend school “physically” every day (Monday-Friday); students not in class will be absent (can attend class virtually as noted below but need parent communication to excuse absences); other logistics remain in place.

| What is the task/issue we are addressing? | What is the process? |
|--|--|
| Attendance Procedures – 5 Day Traditional Students | <p>Absences – Students will be coded as absent if they are not physically present in school. The attendance code will be changed to “Excused” once we have the communication from the parent/guardian (students cannot excuse themselves). <u>Please email our attendance office at holicongattendance@cbsd.org</u>. If a communication is not received from a parent/guardian, the student absence will be coded as “Unexcused.”</p> <p>Students are permitted to join classes online through teacher Teams links (not required and at parent discretion) – the absence will remain as excused as we will not be marking individual class attendance or using the “virtual present” for the day or each individual class.</p> <p>Virtual Present – This code will no longer be used for regular school attendance. This code will be used under the following circumstances as approved by the school nurse:</p> <ul style="list-style-type: none"> Quarantine (positive case or close contact from COVID Case) Prolonged illnesses (3 days consecutive or more) |

Holicong Health & Safety Plan Logistics & Procedures

Attendance Procedures – Online Students

Adjustment(s) – Students will attend school “online” every day (Monday-Friday); students not in class will be absent (can attend class virtually as noted below, but need parent communication to excuse; other logistics remain in place.

| What is the task/issue we are addressing? | What is the process? |
|---|--|
| Attendance Procedures – Online Students | <p>Absences – Students will be coded as absent if they do not attend class or sign on the Teams call but leave the call or do not engage at the instruction of the teacher, The attendance code will be changed to “Excused” once we have the communication from the parent/guardian (students cannot excuse themselves). <u>Please email our attendance office at holicongattendance@cbsd.org</u>. If a communication is not received from a parent/guardian, the student absence will be coded as “Unexcused.”</p> <p>Note – If a student logs in initially, but leaves the call or does not engage, the teachers will mark the student as absent with a comment so parents are aware and can reach out to the teacher as needed.</p> |

5-Day Traditional Students

1. **Absences** – Students will be coded as absent if they are not physically present in school. The attendance code will be changed to **“Excused”** once we have the communication from the parent/guardian (students cannot excuse themselves). Please email our attendance office at holicongattendance@cbsd.org. If a communication is not received from a parent/guardian, the student absence will be coded as **“Unexcused.”**
 - Students are permitted to join classes online through teacher Teams links (not required and at parent discretion) – the absence will remain as excused as we will not be marking individual class attendance or using the “virtual present” for the day or each individual class.
2. **Virtual Present** – This code will no longer be used for regular school attendance. This code will be used under the following circumstances as approved by the school nurse:
 - Quarantine (positive case or close contact from COVID Case)
 - Prolonged illnesses (3 days consecutive or more)

Online Students

1. **Absences** – Students will be coded as absent if they do not attend class or sign on the Teams call but leave the call or do not engage at the instruction of the teacher, The attendance code will be changed to **“Excused”** once we have the communication from the parent/guardian (students cannot excuse themselves). Please email our attendance office at holicongattendance@cbsd.org. If a communication is not received from a parent/guardian, the student absence will be coded as **“Unexcused.”**
2. **Note** – If a student logs in initially, but leaves the call or does not engage, the teachers will mark the student as absent with a comment so parents are aware and can reach out to the teacher as needed.

Changing Option from 5-Day to Online

Parent requesting to switch students from the 5-Day Traditional to Online learning model option for the marking period – this request needs to come from a parent and you can direct this to kshillingford@cbsd.org and mcanelli@cbsd.org as this requires multiple steps within our system and communications with staff. We will revisit this for the 4th marking period – parents will have the option for students to return to the traditional 5-Day Model.

- Note – Students cannot move “back and forth” between models during the marking period.



Health & Safety Plan Return

Student Arrival Procedures & Holding Areas

Holicong Health & Safety Plan Logistics & Procedures

Directional Traffic – Student Arrival

Adjustment(s) – Parent Pickup & Bus Platform – Arrival Time is 7:05 (doors open); other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| <p>Student directional traffic patterns – student arrival</p> | <p>A master directional map has been created and will be posted at Holicong, on the website, and communicated to everyone in advance.</p> <p><u>Stairwells</u></p> <ul style="list-style-type: none"> - All Stairwells are “UP” only - Signage will be posted at stairwell entrances <p><u>Hallways</u></p> <ul style="list-style-type: none"> - 7th Grade Car Riders – Dropped off at Stairwell A and take corridor 100A to auditorium - 7th Bus Riders – Dropped off at Bus Platform and take corridor to 100A to auditorium - 8th Grade Car Riders – Dropped off at Stairwell D and take corridor 100D to main gym - 8th Grade Bus Riders – Dropped off at Bus Platform and take corridor to 100A to main gym - 9th Grade Car Riders – Dropped off at Stairwell D and take corridor 100D to cafeteria - 9th Grade Bus Riders – Dropped off at Bus Platform and take corridor to 100A to cafeteria <p><u>Grab & Go Breakfast</u></p> <ul style="list-style-type: none"> - Located at bus platform & front entrance vestibule. <p>A combination of arrows and foot signage will be posted on floors.</p> |

Overhead Map – Holicong Pickup/Dropoff & Parking



HOLICONG ROAD

HOLICONG ROAD

Parent Pickup/Dropoff Entrance and Exit (tennis court entrance)

Bus Entrance and Exit Bus Lane

Staff/Visitor Entrance

CB East Pickup Dropoff Entrance

Bus Platform/Entrance for students

CB East/Holicong Staff Parking Lot

7th Grade door entrance for students being picked up/dropped off

Holicong/CB East Staff & Visitor Parking Lot

HOLICONG MIDDLE SCHOOL

CB EAST HIGH SCHOOL

8th & 9th Grade door entrance for students being picked up/dropped off

Front entrance "the H" – please do not use as parent pickup/dropoff – we have busses enter here and staff and student pedestrian traffic

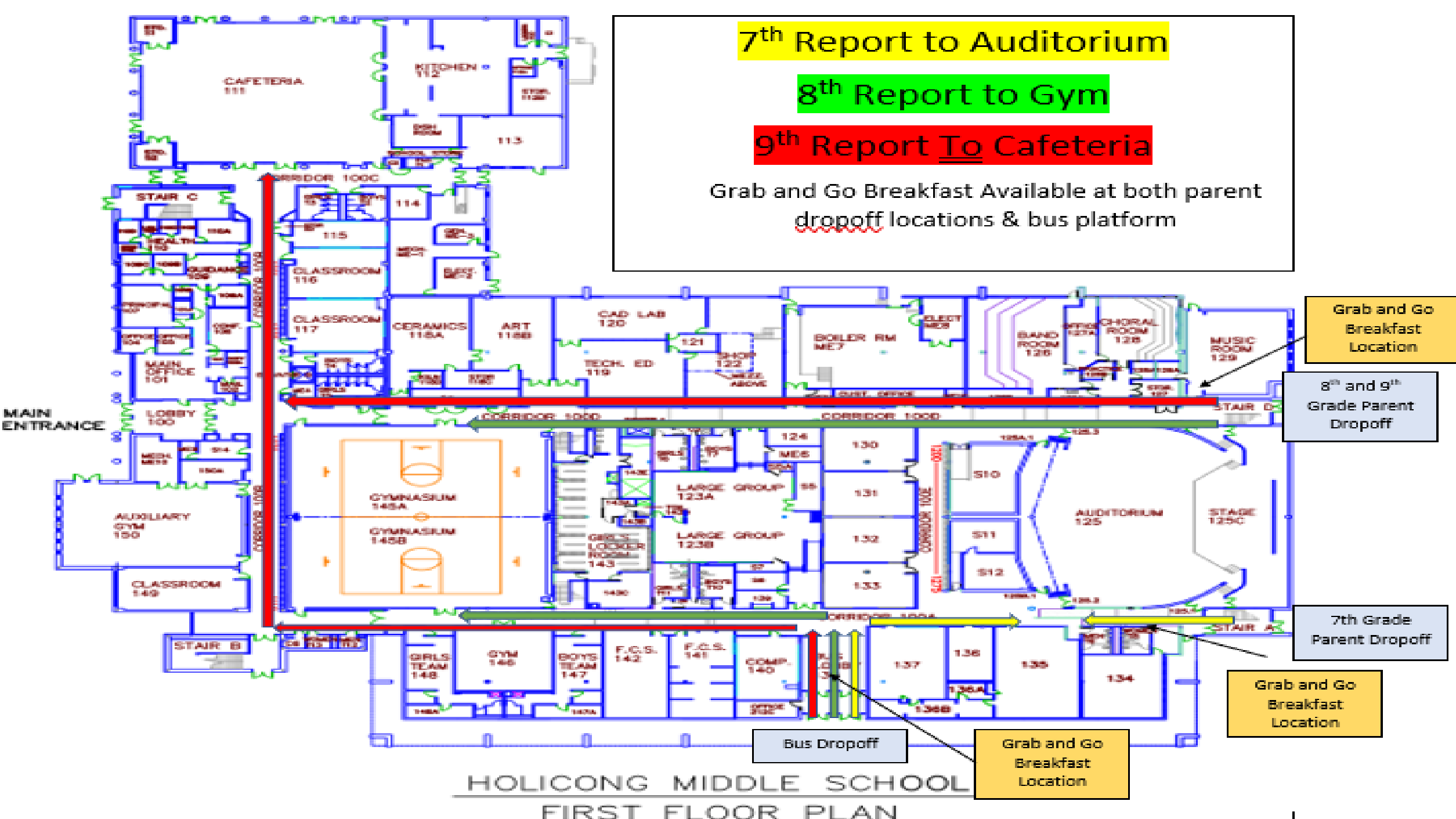
Parents enter and "loop" around back of school to dropoff on sidewalk
-8th Grade at Doors closest to Fields
-7th Grade at Doors closest to Holicong Road
– please do not dropoff on tennis court side where students will walk in front of cars –this is a safety issue

7th Report to Auditorium

8th Report to Gym

9th Report To Cafeteria

Grab and Go Breakfast Available at both parent dropoff locations & bus platform



Grab and Go Breakfast Location

8th and 9th Grade Parent Dropoff

7th Grade Parent Dropoff

Grab and Go Breakfast Location

Grab and Go Breakfast Location

Bus Dropoff

HOLICONG MIDDLE SCHOOL
FIRST FLOOR PLAN

Holicong Health & Safety Plan Logistics & Procedures

Grab & Go Breakfast Information

Adjustment(s) – Grab n’ Go location moved from front office to 7th grade pickup/dropff hallway; other logistics remain in place

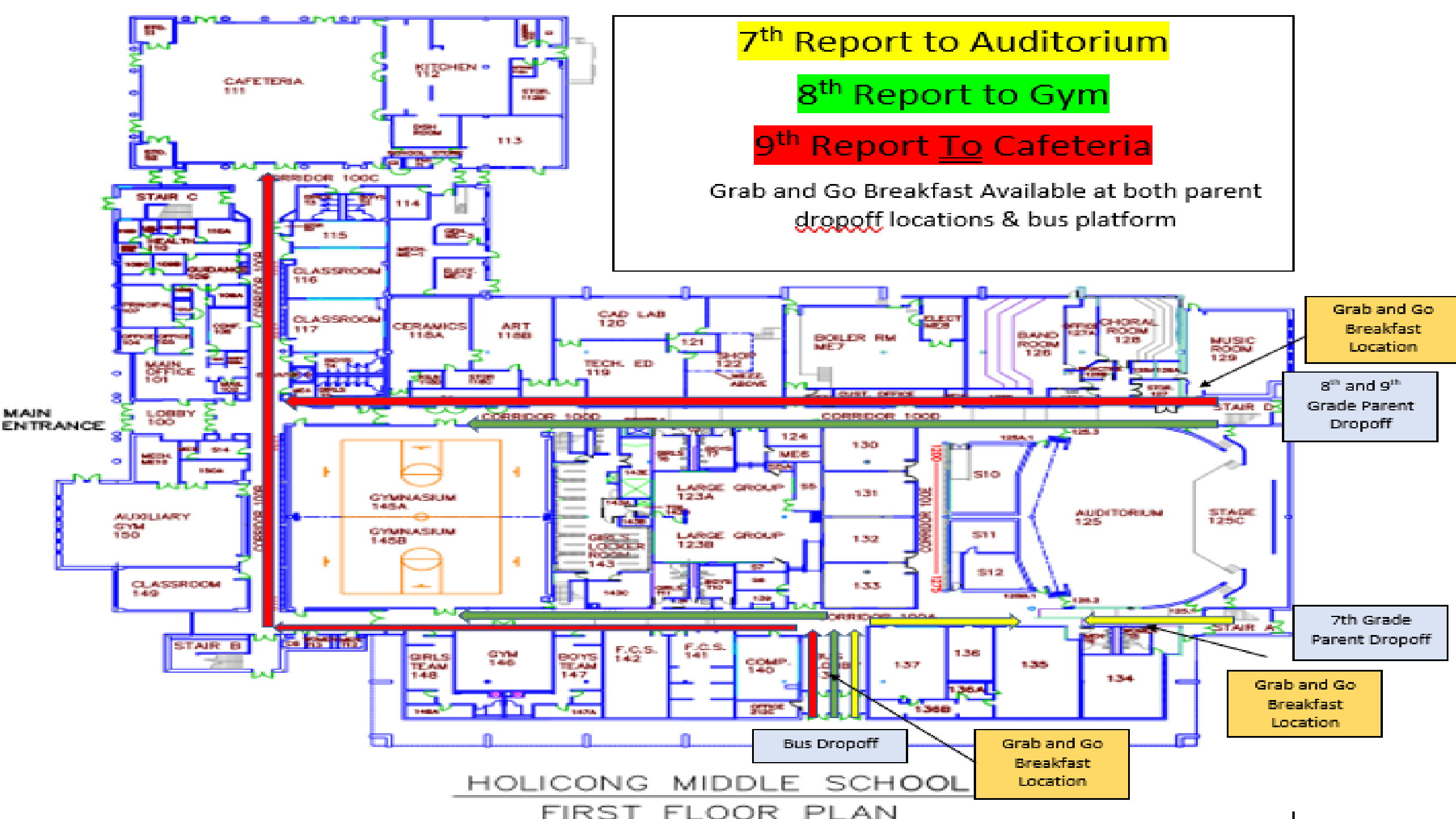
| What is the task/issue we are addressing? | What is the process? |
|---|--|
| Grab & Go Breakfast Information | <p>Breakfast - Open to <u>ALL</u> students</p> <ul style="list-style-type: none"> • Locations – Bus lobby, inside 7th grade dropoff, inside 8th & 9th grade dropoff • <u>7th, 8th & 9th Grade Bus Riders</u> – Take from bus lobby • <u>7th Grade Car Riders</u> – Take from hallway outside auditorium • <u>8th & 9th Grade Car Riders</u> – Take from hallway outside music classrooms <p>Students can eat at holding location based on the following requirements:</p> <ol style="list-style-type: none"> 1) Mandatory to remain 6 feet from other students (marked in holding area) 2) Must dispose of all trash upon leaving holding area. |

7th Report to Auditorium

8th Report to Gym

9th Report To Cafeteria

Grab and Go Breakfast Available at both parent dropoff locations & bus platform



Grab and Go Breakfast Location

8th and 9th Grade Parent Dropoff

7th Grade Parent Dropoff

Grab and Go Breakfast Location

Grab and Go Breakfast Location

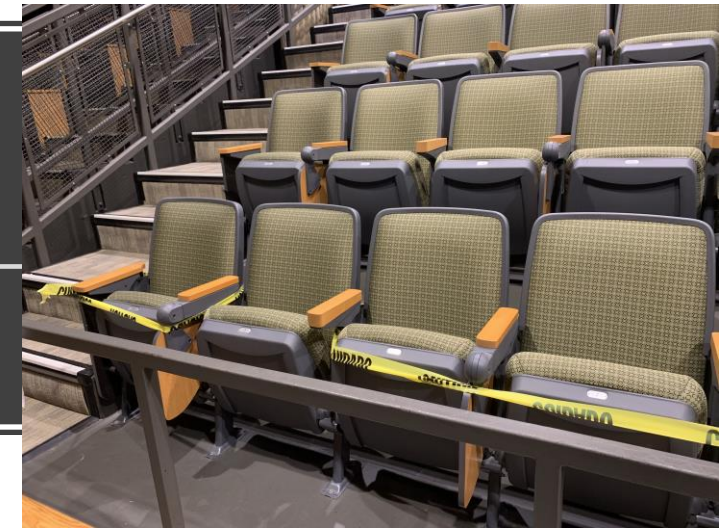
Bus Dropoff

HOLICONG MIDDLE SCHOOL
FIRST FLOOR PLAN



Holicong Health & Safety Plan Logistics & Procedures

AM Holding Areas – 7th Grade



Adjustment(s) – All logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|--|
| AM Holding Areas – 7th Grade | <p>7th Grade Students</p> <p>Location – Auditorium</p> <p>Social Distancing – Seats are taped off with yellow caution tape. Students are not allowed to sit in taped off seats. Students are to be respectful of space and all direction provided by staff.</p> <p>Dismissal – Students dismissed by section (4 sections) @ 7:20.</p> <p>Supervisors Mrs. Lock & Mrs. Kincus</p> |



Holicong Health & Safety Plan Logistics & Procedures

AM Holding Areas – 8th Grade



Adjustment(s) – All logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|--|
| AM Holding Areas – 8 th Grade | <p><u>8th Grade Students</u> Location – Main Gym Social Distancing – Floors are marked with stickers at six feet. Students are required to sit at a location facing art hallway and remain until dismissal. Students are to be respectful of space and all direction provided by staff. Dismissal – Students dismissed by section (4 sections) @ 7:23.</p> <p><u>Supervisors</u> Mr. Dallas & Mrs. Ritter</p> |



Holicong Health & Safety Plan Logistics & Procedures

AM Holding Areas – 9th Grade



Adjustment(s) – “Commons tables” replaced with student desks; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| AM Holding Areas – 9 th Grade | <p>9th Grade Students Location – Cafeteria Social Distancing – Cafeteria tables, commons tables, and desks spaced out in cafeteria. Cafeteria seats are marked with caution tape where students cannot sit. Seating is arranged where all students must face entrance of cafeteria. Students are to be respectful of space and all direction provided by staff. Dismissal – Students dismissed by section (4 sections) @ 7:25.</p> <p>Supervisors Mr. Maigur & Mr. McVey</p> |



Health & Safety Plan Return

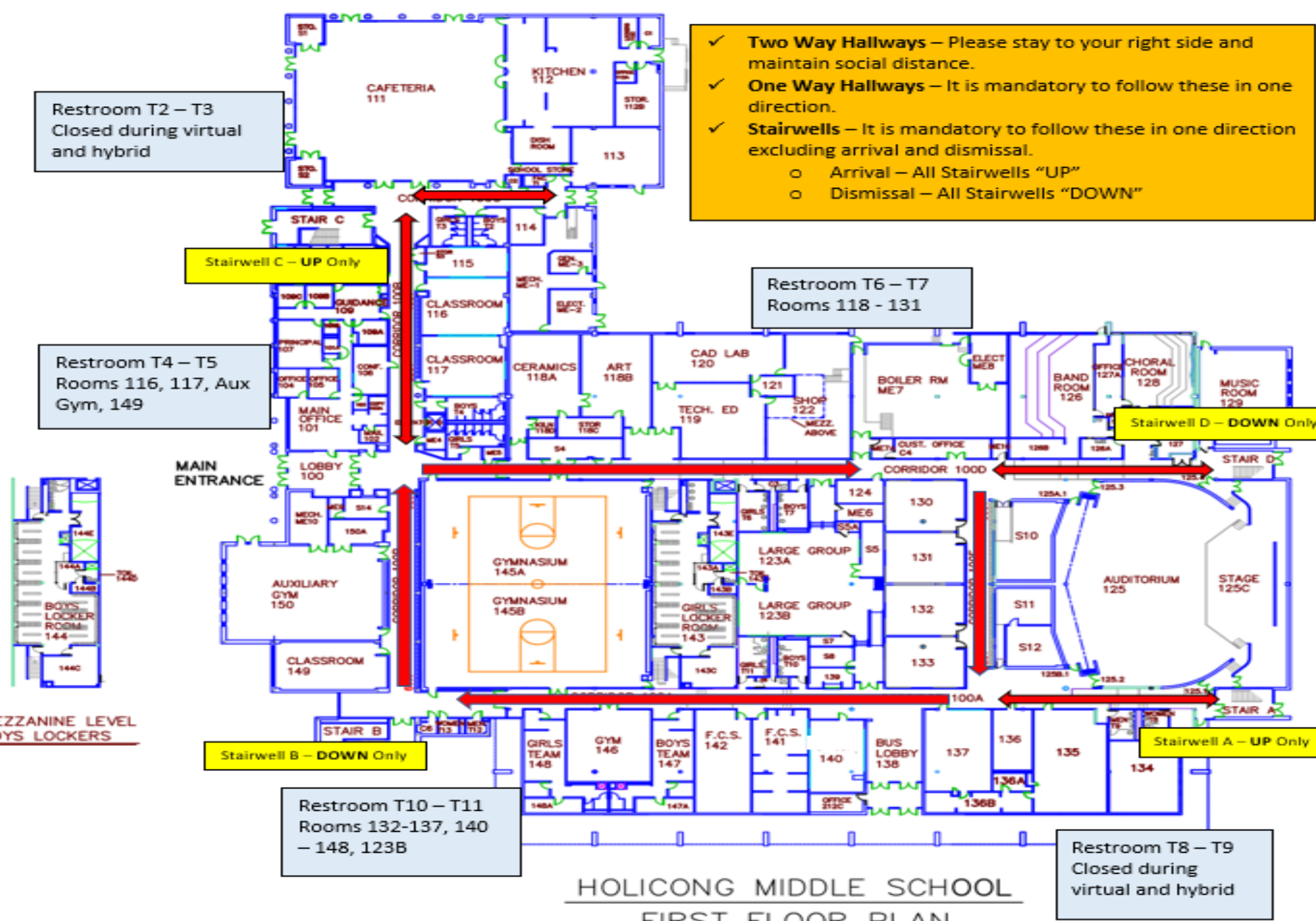
Student Traffic Pattern – Between Classes

Holicong Health & Safety Plan Logistics & Procedures

Student Directional Traffic – Between Classes

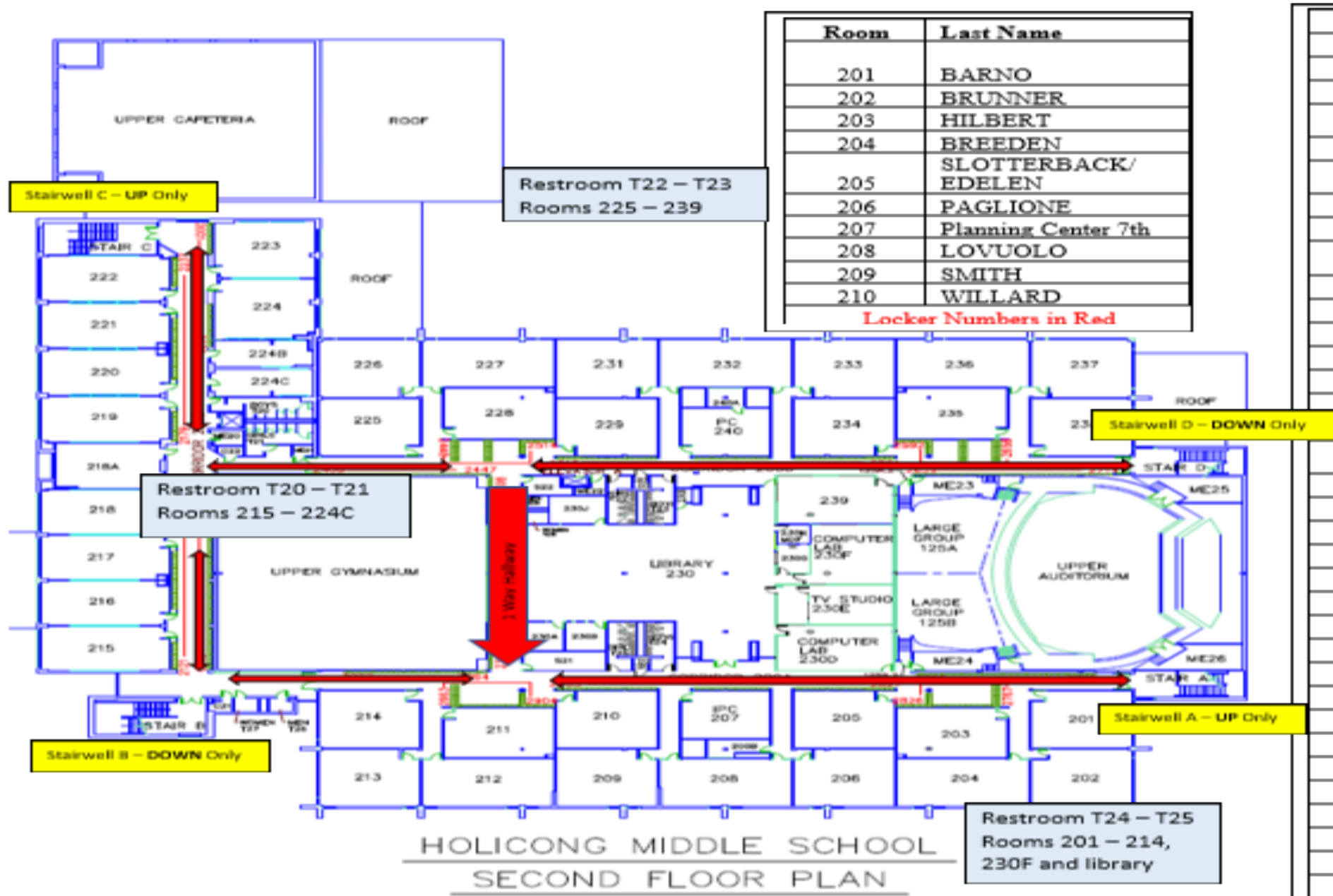
Adjustment(s) – All logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| <p>Student directional traffic patterns – between classes</p> | <p style="text-align: center;">Master Health and Safety Directional Map</p> <p>A master directional map has been created and will be posted at Holicong, on the website, and communicated to all stakeholders.</p> <p>Stairwells</p> <ul style="list-style-type: none"> - A (7th grade/auditorium) & C (cafeteria) are “UP” only - B (Athletic Hall of Fame) & D (8th grade/Music) are “DOWN” only - Signage posted at stairwell entrances <p>Hallways</p> <ul style="list-style-type: none"> - Directional tape taped to the floors. One-way hallways will including green arrows directing students and two-way hallways will have a line in the middle of the floor to ensure students stay on one side. - A combination of arrows and foot signage will be posted on floors. - Reiterating – Students must keep masks on during this time. |



| Room | Last Name |
|------|------------------------------|
| 113 | LEVIN |
| | LEONARD-RODRIGUEZ/ MULLEN |
| 114 | |
| 115 | STAFF NURSES |
| 116 | MCVEY |
| 117 | KELLY |
| 118A | EISTER / PANITCH |
| 118B | RITTER |
| 119 | DALLAS |
| 120 | SENTMAN/YOUNG |
| 123A | SIMON |
| 123B | RITTENHOUSE |
| 124 | MCLAUGHIN |
| 126 | CHODOROFF |
| 128 | GLASER |
| 129 | REPPER |
| 130 | FARRELL |
| 131 | HEPLER |
| 132 | CURTIS |
| 133 | MACMINN |
| 134 | LOCK |
| 135 | SHEAFFER |
| 136 | PASSERINI |
| 137 | MCGULLAM |
| | Tech Support |
| 139 | GERMANO |
| 140 | REED |
| 141 | SMITH / EDELEN |
| 142 | JONES / EDELEN / SMITH |
| 143 | DAVIDSON/BAUER |
| 144 | COCHRAN |
| 146 | Fitness Room |
| 149 | VOGELSINGER |

HOLICONG MIDDLE SCHOOL
FIRST FLOOR PLAN



| Room | Last Name |
|------|-------------------------|
| 201 | BARNO |
| 202 | BRUNNER |
| 203 | HILBERT |
| 204 | BREEDEN |
| 205 | SLOTTERBACK/ EDELLEN |
| 206 | PAGLIONE |
| 207 | Planning Center 7th |
| 208 | LOVUOLO |
| 209 | SMITH |
| 210 | WILLARD |

Locker Numbers in Red

| Room | Last Name |
|------|---------------------------------------|
| 211 | HAMPSTEAD |
| 212 | MADDEN |
| 213 | AMBROSINI |
| 214 | JOHNSTON / RICKERT |
| 215 | KANE |
| 216 | DEMURO/ MCCLAREN |
| 217 | NIKOLOPOULOS |
| 218A | DELROSARIO |
| 218 | LIGHT/ TRAMMELL |
| 219 | TANENBAUM |
| 220 | KINCUS |
| 221 | PALMER |
| 222 | MAIGUR |
| 223 | N. GROSSE |
| 224 | R. GROSSE |
| 224B | GROUP ROOM CALENDAR/ GARTENBERG |
| 224C | GARTENBERG |
| 225 | KEYES |
| 226 | MAGER |
| 227 | BANNON |
| 228 | GILL |
| 229 | SCHMITT |
| 230D | HALLMAN |
| 230E | TV Studio |
| 230F | D'ARCANGELO |
| 230 | WENTZ |
| 231 | KOLODZIEJSKI |
| 232 | MELETTI |
| 233 | JARDINE |
| 234 | KNOEDLER |
| 235 | SNYDER |
| 236 | GENEVA |
| 237 | BECH |
| 238 | KAESER |
| 239 | BARRACLOUGH |
| 240 | Planning Center 8th |



Directional Signage
Floor



Directional Signage Floor





Health & Safety Plan Return

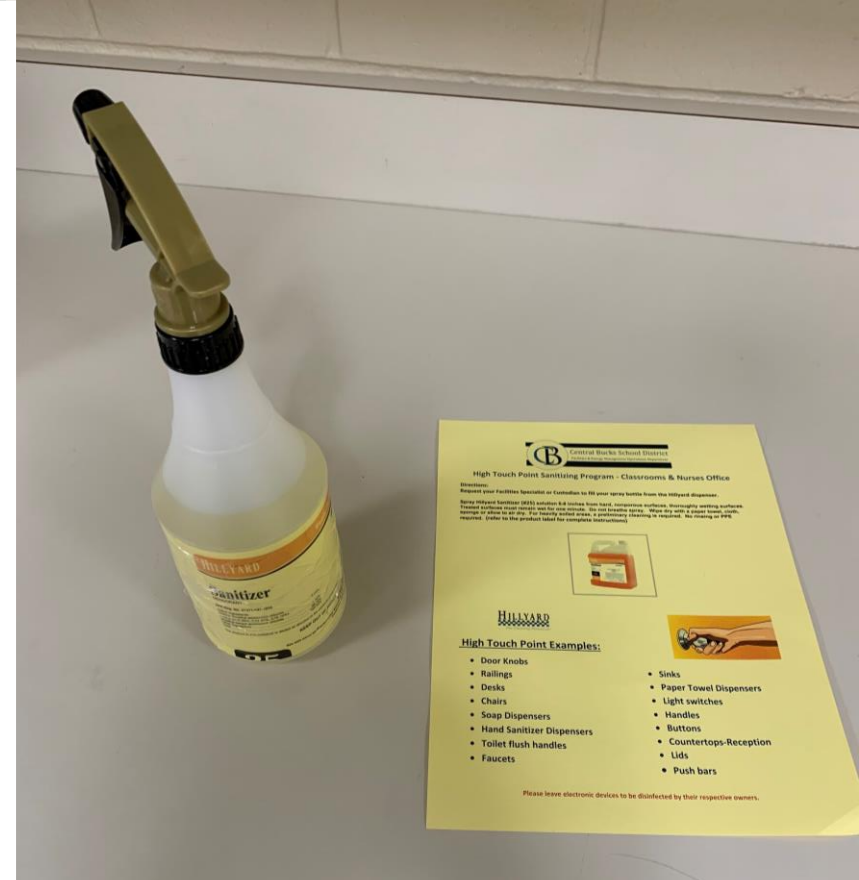
Cleaning Desks – Between classes

Holicong Health & Safety Plan Logistics & Procedures

Cleaning desks between classes

Adjustment(s) – More students in class = this may take slightly longer and require more spray & towels; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| Cleaning desks between classes | <ol style="list-style-type: none">1. Students will take paper towel (from desk at door or teacher) entering class.2. Approximately 3 minutes before end of class – students will clear desk & teacher walks around room and sprays desks with sanitizer 25 (closure activity/questioning students).3. Students wait one minute and wipe down desks.4. Students throw out towel at trash can as they exit class |



Holicong Hybrid Logistics & Procedures

Cleaning Desk Procedures – End of Classes (Sanitizer Spray & Paper Towels)



Health & Safety Plan Return

Review Bell Schedule & A/B Rotation

Holicong Health & Safety Plan Logistics & Procedures

Bell Schedules & A/B Rotation Review

Adjustment(s) – Wednesday is now a “traditional in-person” day for students attending in person; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|--|
| Bell Schedules & A/B Rotation Review | <ul style="list-style-type: none">✓ Review bell schedule for traditional and online students✓ CBSD Student 5Day.Virtual Weekly Schedule✓ Bells Schedule with Delay |



Holicong 5 Day & Virtual Learning Bell Schedule
Begins February 22nd, 2021

| Time | Length | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------|--------|--|---------|-----------|----------|--------|
| 7:05– 7:20 | 20 min | Students report directly to holding locations & remain seated in designated areas until dismissed. 7 th grade: Auditorium; 8 th grade: Main Gym; 9 th grade: Cafeteria (students will report to busses & parent pickup and have opportunity to take a lunch at bus platform or cafeteria) | | | | |
| 7:20 – 7:30 | 10 min | Students report directly to 1 st period class. Students in holding areas will wait to be dismissed. | | | | |
| 7:30 – 8:14 | 44 min | Period 1 | | | | |
| 8:17 – 9:01 | 44 min | Period 2 | | | | |
| 9:04 – 9:48 | 44 min | Period 3 | | | | |
| 9:51 – 10:35 | 44 min | Period 4 | | | | |
| 10:35 – 10:55 | 20 min | Snack & Wellness Break (students will remain in 4 th period class) | | | | |
| 10:58 – 11:42 | 44 min | Period 5 | | | | |
| 11:45 – 12:29 | 44 min | Period 6 | | | | |
| 12:32 – 1:16 | 44 min | Period 7 | | | | |
| 1:16 – 1:30 | 44 min | Dismissal & Grab & Go (students will report to busses & parent pickup and have opportunity to take a lunch at bus platform or cafeteria) | | | | |

Student Arrival

- Students arriving before 7:20 must report to these locations and seat in designated seats to ensure social distancing: **7th grade: Auditorium; 8th grade: Main Gym; 9th grade: Cafeteria.** Students **MUST remain seated** in areas until dismissed by staff member. Students in holding locations will be released in a staggered schedule.
- **Grab & Go Breakfast** – We have two designated locations: **the bus platform and main office vestibule.** Students can eat their breakfast in the holding area provided they maintain social distancing & disposal of all trash. Students can keep the breakfast to eat during Snack and Wellness time.
- Students must be in 1st period at the bell – students late to 1st period will be marked tardy.

Student Dismissal

- Students should report immediately to busses or parent pickup area unless they are getting a Grab & Go Lunch.
- **Grab & Go Lunch** – We have two designated locations: **the bus platform and cafeteria.** Students can take their lunch and report immediately to their bus or designated parent pickup area.

Other Notes

- Bell Schedule – Students in the virtual model will follow the bell schedule above from 7:30 – 1:16, including the Snack & Wellness Break.
- A/B Days will rotate on alternating days.
- 3-minute passing time between classes – **students should report to class first if they need to use the restroom.**
- Wednesdays – all students **will be learning virtually** and will **follow the same bell schedule.**
- Snack & Wellness Break – Students can bring their own snack or use a Grab & Go breakfast. They will eat in class or other designated area.



Health & Safety Plan Return

Restroom & Leaving Class Procedures

Holicong Health & Safety Plan Logistics & Procedures

Student Restrooms – Overview

Adjustment(s) – Students will receive new passes at the beginning of each marking period; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| Student Restrooms – Overview | <ul style="list-style-type: none"> ✓ Capacity – Only 2 individuals can be in the bathroom at one time ✓ Sinks – Various sinks have been taped off with caution tape to ensure social distancing. ✓ Assignments – Classrooms & areas are assigned to specific restrooms in building (located on map and posted on doors). ✓ Signage – Posted on exterior & interior of doors promoting safe washing procedures. ✓ Supervision – Bathrooms will be monitored throughout the day and restroom process ensures passes are hung on door. ✓ Cleaning – These are high touch areas and cleaned by FEMO. ✓ Between Classes – Use of restrooms between classes is discouraged and for emergency only due to contact tracing and capacity. ✓ During Classes – Restroom policy enforced with electronic sign out & pass (see restroom procedure) |

Holicong Health & Safety Plan Logistics & Procedures

Student Restroom – Procedure

Adjustment(s) – Students will receive new passes at the beginning of each marking period; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|--|
| Student Restroom Process – During Class | <ol style="list-style-type: none">1. Each grade will have a bathroom pass “Forms” & teachers will post the link on the teacher canvas page for that class2. Students must sign out and in using this “Form” – this will ensure we have a record of students out of class (can include the bathroom used for each teacher/class)3. Students will be given a laminated nametag they must keep on them at all times including name, team, and 1st period teacher. They will take this with them when they use the restroom.4. There will be two hooks on the exterior door of the bathroom door or side entrance.5. When a student goes in the restroom, they will hang their card on the hook. Once they leave the restroom, they will take their nametag back to class.6. If students go to use the restroom and there are already 2 nametags hanging on the door, they must wait outside until a student leaves.7. Staff will be able to monitor as they walk through building. |

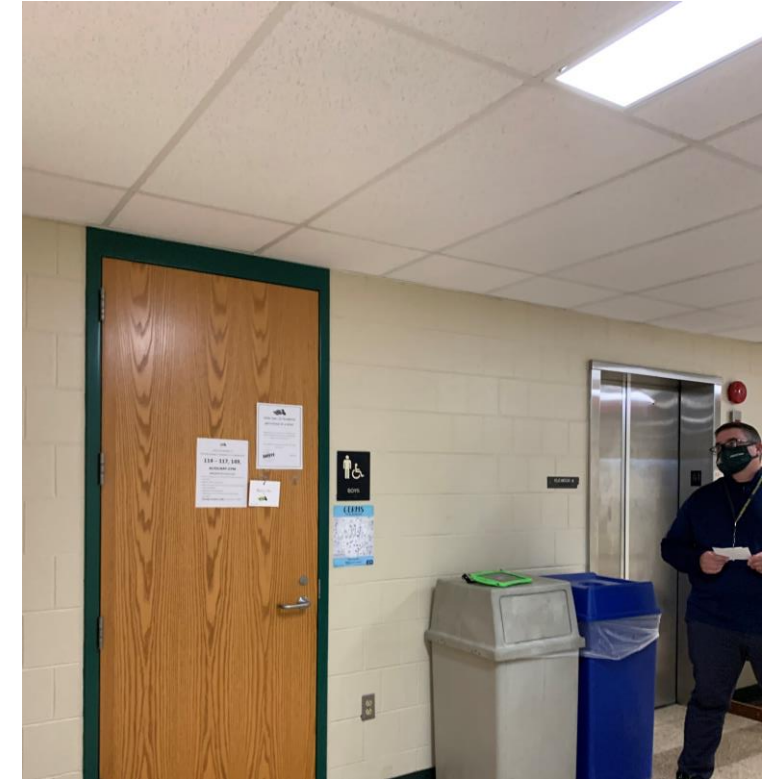


GIRLS RESTROOM T-6
THIS RESTROOM IS ASSIGNED TO CLASSROOMS

118 – 131, 123A

Expectations for Restroom Use

- Only 2 individuals are permitted in the restroom at one time
- Do not loiter in bathroom
- Restroom use limited to classroom use (not during class exchange)
- Maintain social distancing
- Wash your hands following the posted safety guidelines
- **FOLLOW COLONIAL CORES** for Restroom Usage



Holicong Health & Safety Plan Logistics & Procedures

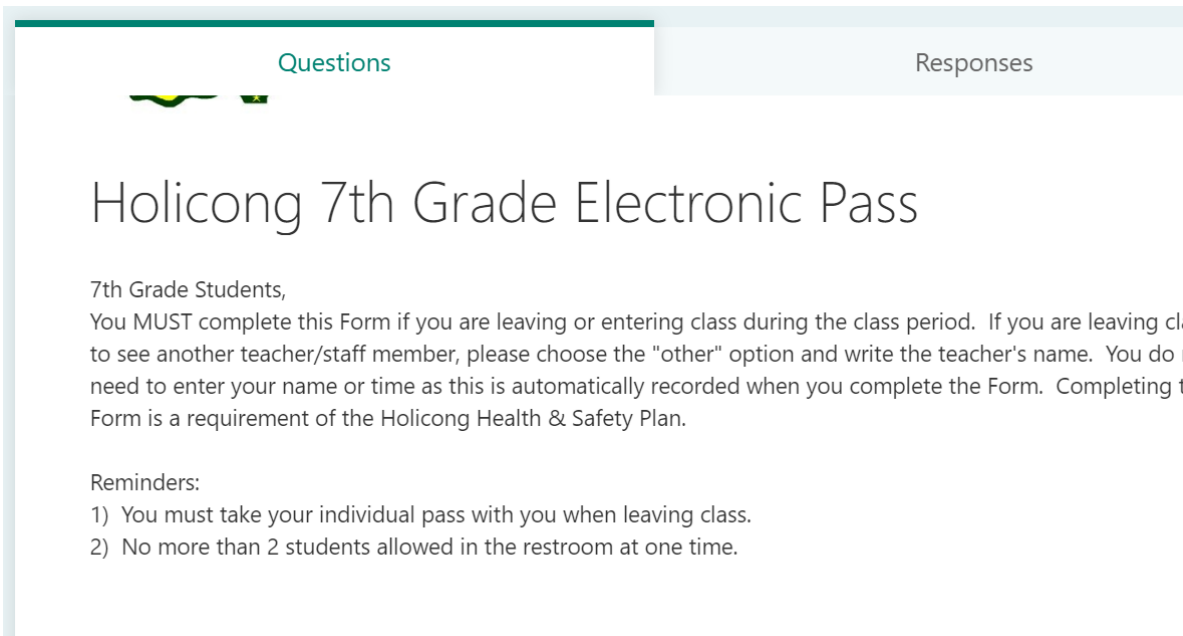
Student Restroom Procedure
Video Example



Holicong Health & Safety Plan Logistics & Procedures

Student Restroom – Procedure

Your teacher will show you where to access the Electronic Pass Form and Show you the location of the restroom you should use for your class.



The screenshot shows a web interface for the "Holicong 7th Grade Electronic Pass" form. At the top, there are two tabs: "Questions" (active) and "Responses". Below the tabs, the title "Holicong 7th Grade Electronic Pass" is displayed. The main text reads: "7th Grade Students, You MUST complete this Form if you are leaving or entering class during the class period. If you are leaving class to see another teacher/staff member, please choose the 'other' option and write the teacher's name. You do not need to enter your name or time as this is automatically recorded when you complete the Form. Completing this Form is a requirement of the Holicong Health & Safety Plan." Below this, under the heading "Reminders:", there are two numbered items: "1) You must take your individual pass with you when leaving class." and "2) No more than 2 students allowed in the restroom at one time."

Leaving Class – You MUST sign out electronically any time you enter or leave class. You MUST have your individual pass card with you when leaving class.



Health & Safety Plan Return

Student Health & Safety Best Practices

Holicong Health & Safety Plan Logistics & Procedures

COVID Symptoms & Best Practices

Adjustment(s) – Students will receive new passes at the beginning of each marking period; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| COVID Symptoms & Best Practices | <ul style="list-style-type: none">✓ Students must adhere to all health & safety protocols as determined by the district Health & Safety Plan and Holicong-specific protocols and procedures.✓ Signage will be posted in communal areas and restrooms to remind students of best practices.✓ All stakeholders will be trained on best practices and signs & symptoms of COVID exposure.✓ Students & Caregivers should conduct the daily self-screening before leaving for school to determine if the student is exhibiting symptoms and should stay home or go to school.✓ Reiterating – students who are sick or displaying symptoms are required to STAY HOME |

Can My Child Go to School Today?

As always, if your child is sick (ie. fever/vomiting/diarrhea), they should remain at home to prevent the spread of infection.

Answer the 2 questions in the blue boxes.

Has your child been in close personal contact with an individual who tested positive for COVID-19?

YES

- Stay at home.
- Inform the school.
- Call your healthcare provider.
- Students must remain at home for 14 days from the date of last close personal contact with a positive individual.

Notify the school if your child tests positive for COVID-19. The district will work with the Bucks County Department of Health to determine a safe return date.

Does your child have 1 or more symptoms in Group A or 2 or more from Group B?

Group A

- cough
- shortness of breath
- difficulty breathing
- new loss of taste
- new loss of smell

Group B

- fever (100 degrees or higher)
- sore throat
- chills
- nausea or vomiting
- hot/cold flashes/shivering
- diarrhea
- muscle pain
- fatigue
- headache
- runny nose or congestion

YES

- Stay at home.
- Inform the school.
- Rest and recover.
- Call your healthcare provider if symptoms worsen.

Return to School Criteria

Keeping your child home when they are sick will help reduce the spread of infection. If your child is experiencing symptoms that could be associated with COVID-19 (as outlined above), they may not return to school until the following 3 criteria are met:

1. Child has been fever free for 24 hours without the use of fever reducing medication,
2. AND child has improved symptoms

Staying Home When Sick



Health & Safety Plan Return

Face Coverings

Holicong Health & Safety Plan Logistics & Procedures

Face Coverings – Students

Adjustment(s) – Reiterating the importance and expectation of wearing masks; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| Face Covering - Students | <ul style="list-style-type: none">✓ Students (and all individuals) required to wear a face covering on the bus and entering the school building (we have extra masks located at each entrance for students if they forget).✓ Students are required to wear a face covering throughout the day. The exception to this is for snack & wellness time and possible mask breaks when conditions allow (outside & more than 6 feet of social distancing permits when eating).✓ If students are not wearing/refuse to wear a mask upon directive – staff will contact the front office immediately. An administrator will report to the location. Student name will be recorded and parents contacted and depending on situation student will remain in nurse’s office, be provided mask and report to next class, or go home (this depends on situation and behavior of student). |

Proper Masking



To protect yourself and others, remember to:

- Maintain proper social distancing.
- Practice frequent handwashing and use hand sanitizer when you can't wash your hands.
- Avoid touching your face, or the front of your mask.
- Wear your mask with the correct side up and out.



Clean hands before touching the mask



Inspect the mask for damage or if dirty



Identify the inside of the mask which will touch the face and the upper part that will cover the nose



Adjust the mask without leaving gaps on the sides



Cover mouth, nose and chin



Avoid touching the front of the mask



Clean hands before removing the mask



Remove the mask by the straps



Store the mask in a clean bag or container



Clean hands after removing the mask



Wash the mask at least once a day, preferably with hot water



Do not share masks with others

Wearing Cloth Face Coverings

Visit www.cbsd.org/2020-21 for more resources. Contact your school nurse with any questions.



Health & Safety Plan Return

Hand Sanitizers & Washing Hands

Holicong Health & Safety Plan Logistics & Procedures

Hygiene – Washing Hands & Using Sanitizer

Adjustment(s) – More students = more sanitizer will be needed throughout the day; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| Hygiene – Washing Hands & Using Sanitizer | <ul style="list-style-type: none">✓ Signage posted in restrooms and hallways✓ Sanitizer – Stations are located at the entrance of every classroom & office and communal areas. Students should use sanitizer located in classrooms entering and leaving classrooms.✓ Washing Hands – Signage is posted in every bathroom for proper handwashing techniques to ensure everyone is following proper guidelines. |

GERMS

are all around you.

Stay healthy.
Wash your hands.

294906-F www.cdc.gov/handwashing

This poster features a central illustration of two hands with various colorful germs (green, purple, and red) on them. Surrounding the hands are several everyday objects, each also covered in germs: a toilet, a book, a pencil, a video game controller, a laptop, headphones, a smartphone, a keyboard, a desk chair, and a laptop. The background is light blue with a pattern of small white dots.

That look clean can still have icky germs!

- 1 Wet
- 2 Get Soap
- 3 Scrub
- 4 Rinse
- 5 Dry

Wash YOUR HANDS!

This infographic shows the five steps of handwashing in a circular flow. Step 1: 'Wet' shows hands under a faucet. Step 2: 'Get Soap' shows hands being lathered with yellow soap. Step 3: 'Scrub' shows hands being rubbed together with bubbles. Step 4: 'Rinse' shows hands being held under water. Step 5: 'Dry' shows hands being dried with a paper towel. The background is light blue with yellow stars and white dots. A speech bubble at the top right says 'That look clean can still have icky germs!'.

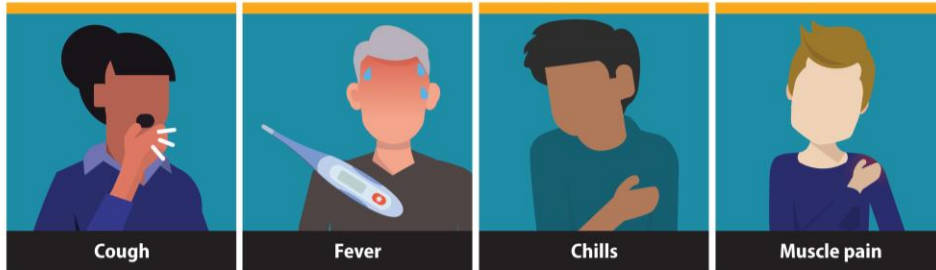
U.S. Department of Health and Human Services
Centers for Disease Control and Prevention

This material was developed by CDC. The *Like is Better with Clean Hands* campaign is made possible by a partnership between

Washing Your Hands

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

*Seek medical care immediately if someone has emergency warning signs of COVID-19.

- Trouble breathing
- Inability to wake or stay awake

Slow the Spread of COVID-19



Holicong Health & Safety Plan Logistics & Procedures

Process if students exhibit COVID symptoms during the day

Adjustment(s) – All logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|--|---|
| Process if students or staff exhibit symptoms or feel ill during the day | <ul style="list-style-type: none">✓ Students should report immediately to the nurse’s office for an evaluation. The teacher will contact the nurse or front office to communicate the student is on the way and ensure the student is wearing a proper face covering. If possible and another adult available, please have that staff member escort the student.✓ The student will be placed in isolation in the nurse’s office and be evaluated by the nurse. Based on the evaluation of the nurse, the student will remain isolated until dismissal or a parent/guardian can provide transportation. |

Holicong Health & Safety Plan Logistics & Procedures

Process - Close Contact or Positive Case

Adjustment(s) – All logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|--|
| <p>What do to if you receive a report you are a close contact or a positive case?</p> | <ul style="list-style-type: none"> ✓ A parent/guardian should notify Mrs. Radice (dradice@cbsd.org) and Dr. Shillingford (kshillingford@cbsd.org) immediately. They will review the protocols for quarantine, attending classes virtually, and the process for returning to school once the quarantine period is over. ✓ Mrs. Radice, Mr. Canelli, and Dr. Shillingford will follow Health & Safety protocols and follow contact tracing procedures as outlined by the district. They will contact parents of any student(s) or staff that are close contacts. ✓ If there is a case where a student/staff member was positive while symptomatic, a communication will be sent out to the school community and posted on the CBSD website – CBSD Positive Case Dashboard. ✓ Note - Students should not email teachers directly – while well intended, the communication workflow has to come from a parent/guardian to Mrs. Radice or Dr. Shillingford. This ensures the correct information is being communicated to all stakeholders. |



Health & Safety Plan Return

Dismissal Procedures & Grab and Go Lunch

Holicong Health & Safety Plan Logistics & Procedures

Directional Traffic – Student Dismissal

Adjustment(s) – Grab n’ Go location moved from front office to 7th grade pickup/dropff hallway; other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|--|
| <p>Student directional traffic patterns – student dismissal</p> | <p>A master directional map has been created and will be posted at Holicong, on the website, and communicated to everyone in advance. Reiterating - Students will be dismissed by area over the PA to reduce hallway and stairwell traffic at dismissal. Students will be escorted and supervised by staff.</p> <p><u>Stairwells</u></p> <ul style="list-style-type: none"> - All Stairwells are “DOWN” only - Signage will be posted at stairwell entrances <p><u>Hallways</u></p> <ul style="list-style-type: none"> - 7th Grade Car Riders – Exit at Stairwell A - 7th Bus Riders – Exit at bus platform or Stairwell B - 8th Grade Car Riders – Exit at Stairwell D - 8th Grade Bus Riders – Exit at bus platform, main entrance, or Stairwell C - 9th Grade Car Riders – Exit at Stairwell D - 9th Grade Bus Riders – Exit at bus platform, Stairwell B, main entrance, or Stairwell C <p>A combination of arrows and foot signage will be posted on floors.</p> |

Holicong Health & Safety Plan Logistics & Procedures

Grab & Go Lunch Information

Adjustment(s) – 3rd location added (music stairwell); other logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|--|
| Grab & Go Lunch Information | <p>Lunch - Open to <u>ALL</u> students</p> <ul style="list-style-type: none">• Location – Bus platform, 7th grade parent pickup, and music stairwell. <u>All Grade Bus & Car Riders</u> – Take from location closest to last period class and exit area to busses <p>Students MUST WAIT until they reach their bus stop. Eating on the bus is prohibited for health & safety concerns (choking hazard, health & safety plan).</p> |

| Dismissal Time, Team, Stairwell | Location | Dismissal Time, Team, Stairwell | Order & Location |
|---|---|-------------------------------------|--|
| <p>1:16 7-2 Area</p> | <p>Car Riders – Stairwell A Bus Riders – Stairwell B</p> | <p>1:16 8-0 Area</p> | <p>Car Riders – Stairwell D Bus Riders – Stairwell C</p> |
| <p>1:18 7-1 Area</p> | <p>Car Riders – Stairwell A Bus Riders – Stairwell B</p> | <p>1:18 8-1 & Tanenbaum</p> | <p>Car Riders – Stairwell D Bus Riders – Stairwell C</p> |
| <p>1:20 7-0 Area</p> | <p>Car Riders – Stairwell A Bus Riders – Stairwell B</p> | <p>1:20 8-2 & Kincus</p> | <p>Car Riders – Stairwell D Bus Riders – Stairwell C</p> |
| <p>1:22 9th Grade</p> | <p>Car Riders – Stairwell A Bus Riders – Bus Platform Bus Riders – Stairwell B Exit Bus Riders – Front Entrance Bus Riders – Stairwell C Exit</p> | <p>No Students</p> | |

Student Dismissal to Bus or Parent Pickup

7th Grade Exit Doors by Stairwell A, Stairwell B, or Bus Lobby

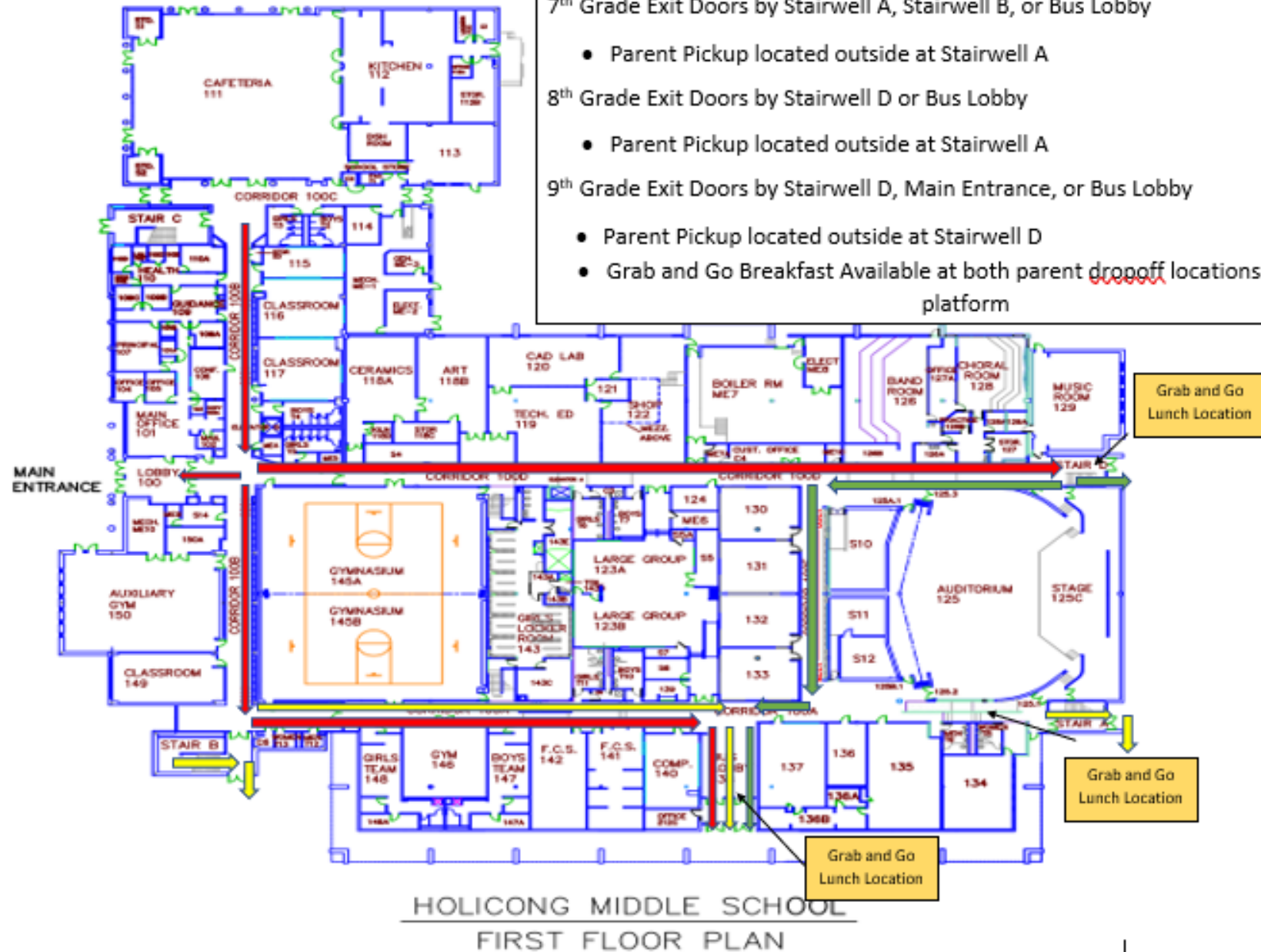
- Parent Pickup located outside at Stairwell A

8th Grade Exit Doors by Stairwell D or Bus Lobby

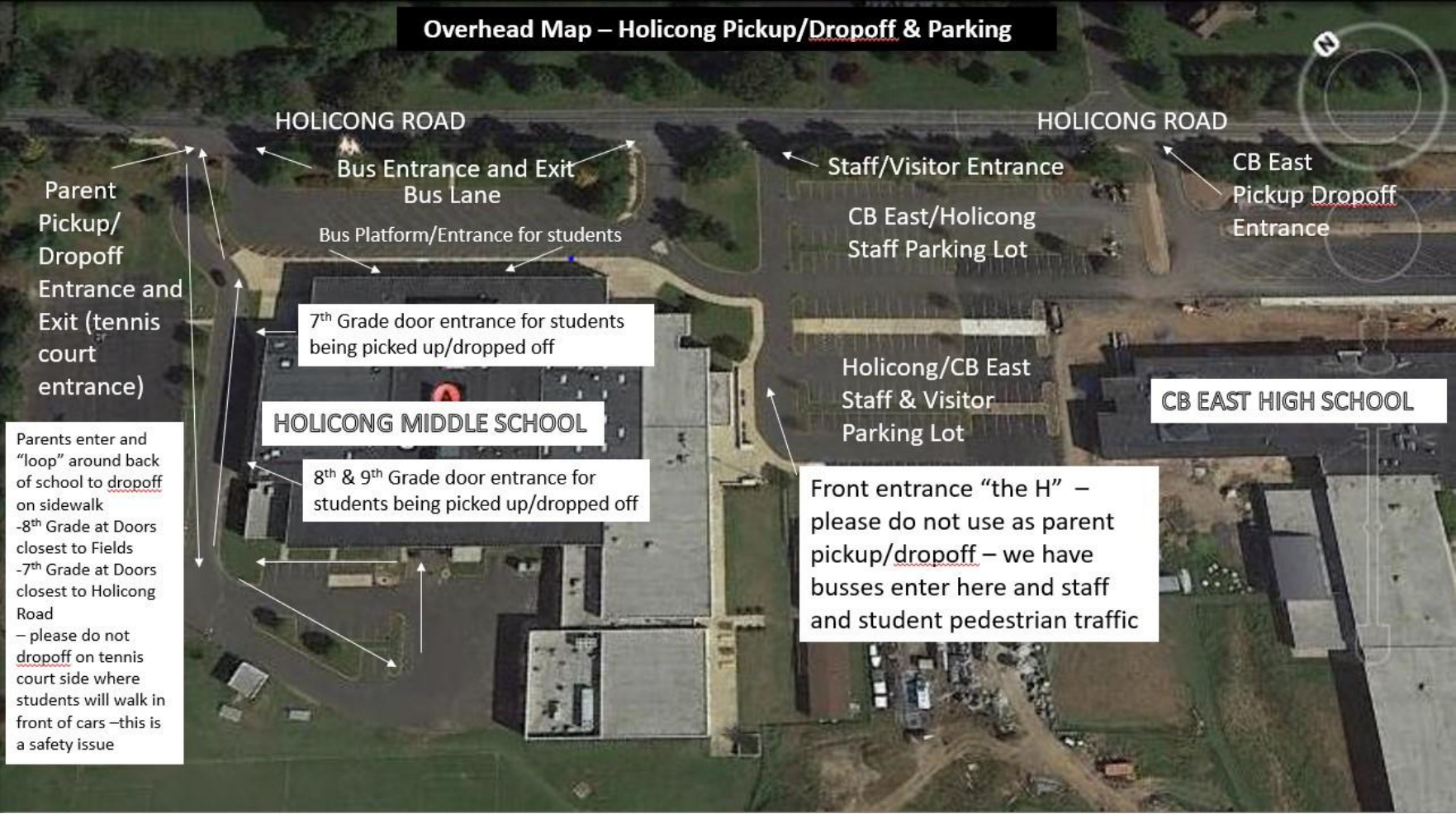
- Parent Pickup located outside at Stairwell A

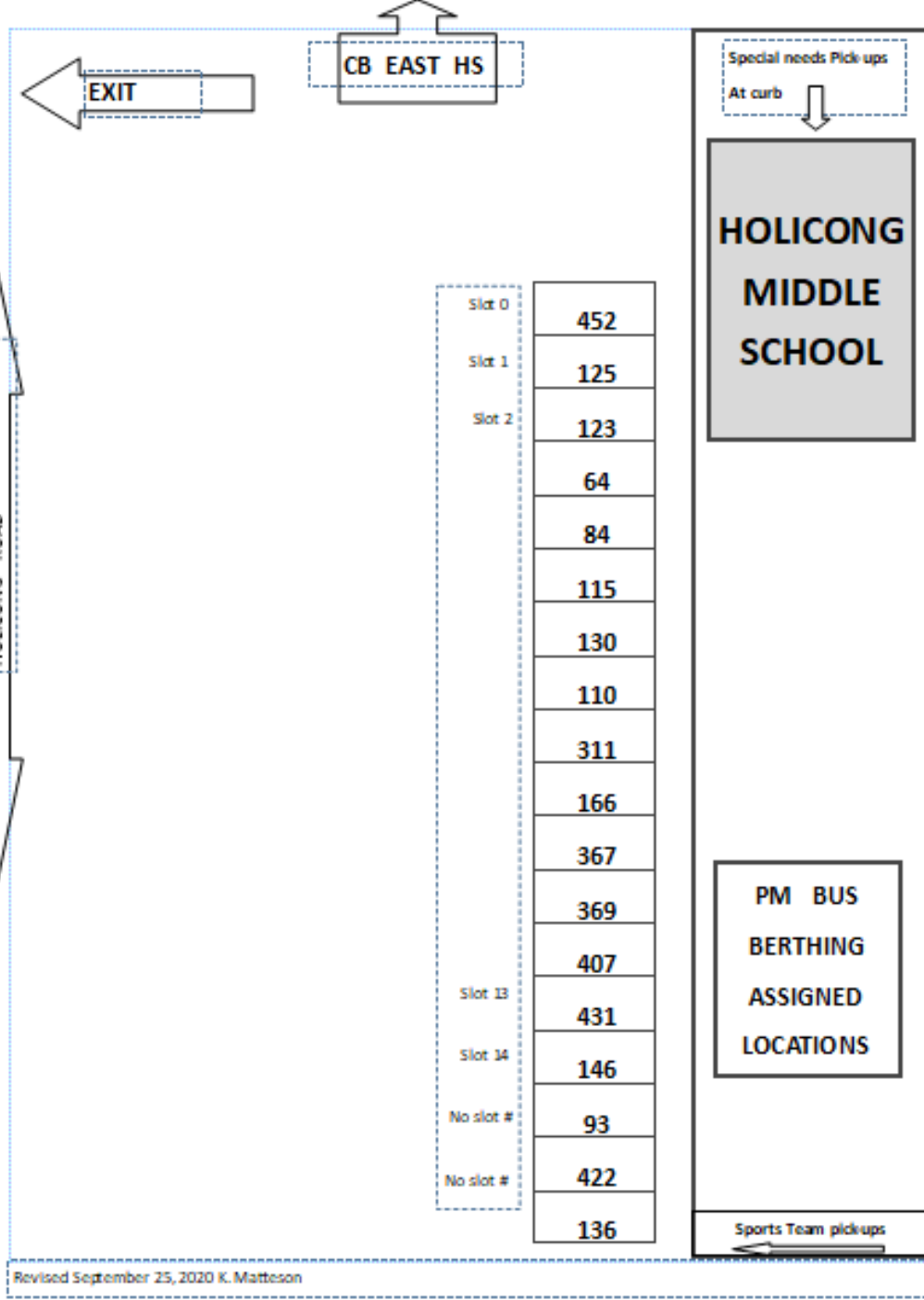
9th Grade Exit Doors by Stairwell D, Main Entrance, or Bus Lobby

- Parent Pickup located outside at Stairwell D
- Grab and Go Breakfast Available at both parent dropoff locations & bus platform

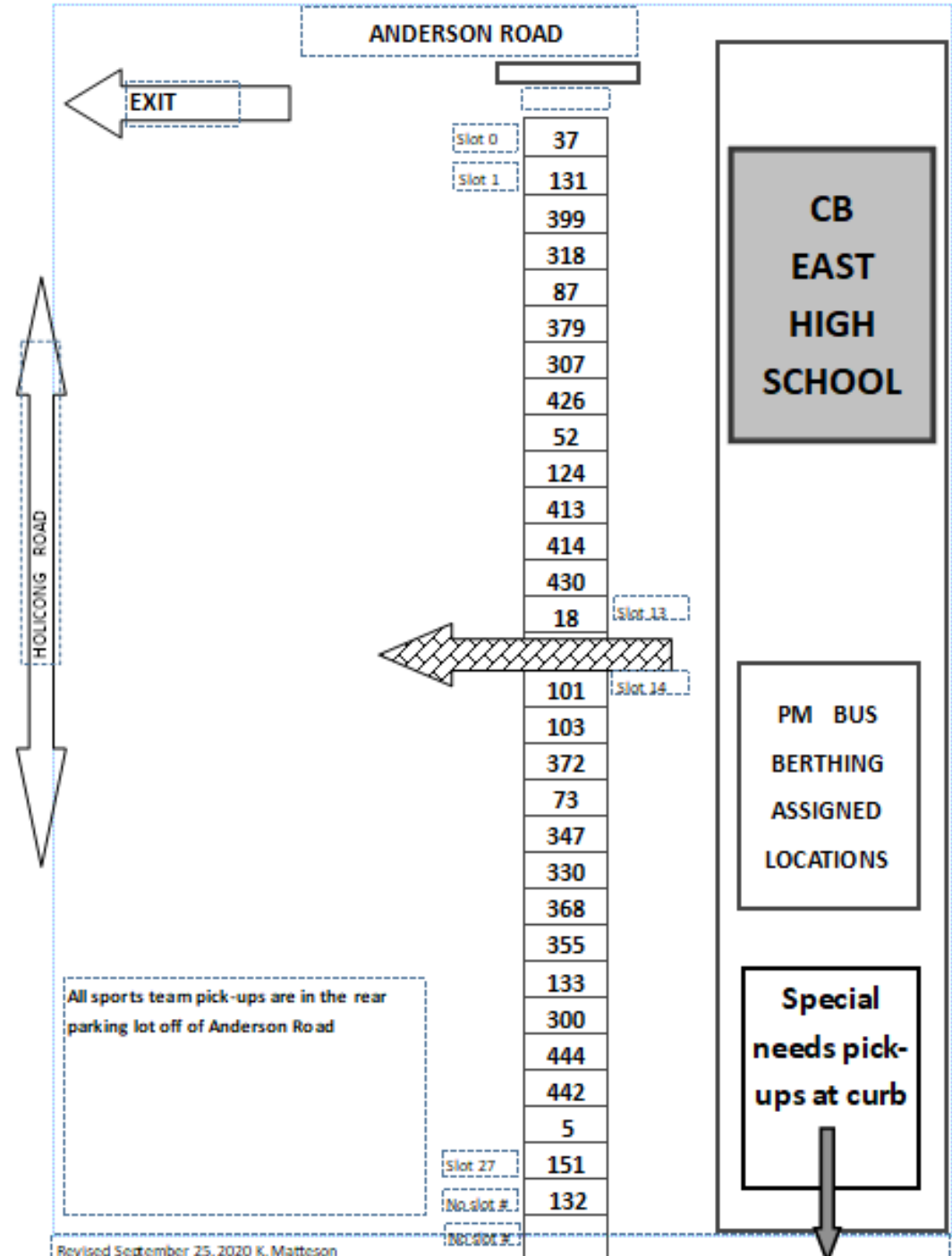


Student Dismissal – Overhead Map





Bus Berthing Maps



Holicong Health & Safety Plan Logistics & Procedures

Cleaning High Touch Areas & Restrooms

Adjustment(s) – All logistics remain in place

| What is the task/issue we are addressing? | What is the process? |
|---|---|
| Cleaning during the day and outside – non-classroom areas (bathrooms, water fountains, doorknobs, faucets, handrails, etc.) | ✓ FEMO will clean high contact areas during the day & deep clean at night |



Health & Safety Plan Return
Holicong Middle School

Updated for February 22nd

Adjustments for 5-Day Traditional Return Noted in Red