



Phased School Reopening Health and Safety Plan Template

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.

Table of Contents

Health and Safety Plan: Central Bucks School District	3
Type of Reopening	4
Pandemic Coordinator/Team.....	6
Key Strategies, Policies, and Procedures	9
Cleaning, Sanitizing, Disinfecting, and Ventilation.....	10
Social Distancing and Other Safety Protocols	16
Monitoring Student and Staff Health.....	36
Other Considerations for Students and Staff	45
Health and Safety Plan Professional Development.....	53
Health and Safety Plan Communications.....	61
Health and Safety Plan Summary: Central Bucks School District	70
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation.....	70
Social Distancing and Other Safety Protocols.....	71
Monitoring Student and Staff Health	73
Other Considerations for Students and Staff	74
Health and Safety Plan Governing Body Affirmation Statement.....	75

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: **Central Bucks 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 Online 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?

Students and staff will be brought back to the physical school buildings after consideration of the following factors:

- The district will follow recommendations from the Pennsylvania Department of Health, the Bucks County Department of Health, and the CDC that provide clear safety regulations and protocols for the return of students and staff.
 - The district will appoint committees comprised of a variety of stakeholders to complete the PA Phased Reopening Action Plans for the traditional, hybrid, and Online models of instruction.
 - The district and individual schools will ensure that Pennsylvania State Department of Health, Bucks County Department of Health, CDC, and WHO recommendations are in place and communicated with all stakeholders. This will include communicating and educating all stakeholders on district protocols and best practices for social distancing and ensuring that proper cleaning protocols are in place by our FEMO department.
- How did you engage stakeholders in the type of re-opening your school entity selected?

The district created six action plan committees comprised of teachers and staff from a variety of stakeholder groups, including teachers, nurses, facilities, building administration, district office personnel, and representatives from all departments in central office. In addition to committee work, surveys were sent to parents and staff to gather feedback on safety and curricular decisions as well as the different options for reopening schools.
 - How will you communicate your plan to your local community?

The District sends regular communication to the staff and community to inform the stakeholders of reopening plans. The health and safety action plan will be presented at the CBSD school board meeting on July 21st, 2020.
 - Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

The decision-making process to make modifications will be based on guidelines and recommendations set forth from the Pennsylvania Department of Health, the Bucks County Department of Health, and the CDC. This will include any transition between red, yellow, and green phases. The superintendent and the pandemic coordinator will then communicate with the school board, CBSD staff, and the community to share specific plans regarding a closure or modifications. Factors would include, but would not be limited to:

- State or county decision to transition between “Red, Yellow and Green” to “Red Phase”
- Recommendation of Bucks County Health Department based on cases in local community
- Number of reported cases to individual schools or district entity
- Number of professional and support staff unavailable due to variety of factors

*Note: This plan is subject to change based on the changing requirements from the CDC, PA DOH, and PDE. The administration is given the authority from the Board of Directors to adjust this plan as required and to report any changes to the Board of School Directors.

Based on your county’s current designation and local community needs, which type of reopening has your school entity selected? (SELECT ONE BOX BELOW)

- 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 Online learning).
- Blended reopening that balances in-person learning and Online learning for all students (i.e., alternating days or weeks).
- Total Online 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 31, 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)
John Kopicki	Superintendent	Response Team
Alexis McGloin	Assistant Superintendent	Both
Nadine Garvin	Assistant Superintendent	Response Team
Abram Lucabaugh	Assistant Superintendent	Response Team
Allison Kuchler	Director of Special Education	Both
Robert Kleimenhagen, Jr.	Director of Facilities and Management Operations	Both
Brian Loftus	Business Administrator	Both
Cheryl Letherbarrow	Temporary Supervisor of Student Services	Pandemic Coordinator , Response Team
Danielle Turner	District Athletic Director	Both
Andrea DiDio-Hauber	Director of Human Resources	Both
Alicen Cervellero	Supervisor of Special Education	Both
Janet Kueny	Supervisor of Special Education	Both
Lori Casey	Director of Transportation	Both
Corinne Sikora	Supervisor of Pupil Services	Response Team
Donna Radice	Nurse Coordinator	Both
Kristen Mabin	Certified School Nurse	Health & Safety Plan Development
Sheila Kelly	Certified School Nurse	Health & Safety Plan Development
Carol Klein	Certified School Nurse	Health & Safety Plan Development
Suzanne Moffat	FEMO District Operations Coordinator	Both

David Gieringer	FEMO District Shift Supervisor	Both
Lensi Nikolov	Supervisor – Reading, Federal Programs and English Language Development	Health and Safety Plan Development
Alyssa Walloff	Curriculum Supervisor – English	Health and Safety Plan Development
Shara Smith	Supervisor of Special Education	Health and Safety Plan Development
Andrew Smith	Technology and Innovation Network Manager	Health & Safety Plan Development
Gina Marks	Before and After Care	Health & Safety Plan Development
Kevin Shillingford	Middle School Principal	Both
Kyle Dudley	Middle School Assistant Principal	Both
Helen Zaleski	High School House Principal	Both
Tim Donovan	High School Principal	Both
Nick Allgyer	High School Teacher	Health & Safety Plan Development
Joe Piselli	High School House Principal	Both
Jim Massey	High School Teacher	Health and Safety Plan Development
Rob Meletti	Middle School Teacher	Health and Safety Plan Development
Andrea Bellavance	Middle School Teacher	Health & Safety Plan Development
Matt Powell	Middle School Teacher	Health & Safety Plan Development
John Heisey	High School Teacher	Health and Safety Plan Development
Bridget Pustay	Elementary Principal	Health and Safety Plan Development
Jesse Brosious	Elementary Teacher	Health and Safety Plan Development
Brian Finger	Elementary School Principal	Both

Kevin Cochran	Elementary Principal	Both
Kate Deibert	Elementary Teacher	Health and Safety Plan Development
Kelley Dougherty	Elementary School Teacher	Health & Safety Plan Development
Cindy Jansen	Elementary School Teacher	Health & Safety Plan Development
Michael Wolf	Elementary School Teacher	Health & Safety Plan Development
Kate Fantaskey	Elementary School Principal	Both
Jim Brexler	CEO Doylestown Hospital	Health & Safety Plan Development
Scott Levy	Chief Medical Examiner, Doylestown Hospital	Health & Safety Plan Development
Sheri Putnam	VP of Strategic Initiatives, Doylestown Hospital	Health & Safety Plan Development
Barb Hebel	VP of Human Resources, Doylestown Hospital	Health & Safety Plan Development
Bridget McEnrue	Director of Infection Prevention, Doylestown Hospital	Health & Safety Plan Development
Kellye Remshifski	Wellness & Outreach Manager, Doylestown Hospital	Health & Safety Plan Development
Allyson Gilmore	Director of Strategy and Outreach, Doylestown Hospital	Health & Safety Plan Development
Louis Marino	Chief Medical Examiner, Central Bucks School District	Health & Safety 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?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

The Facilities & Energy Management Operations Department (FEMO) is responsible for the daily cleaning and disinfection of all District buildings. Custodial staff have been trained on CDC approved guidelines. Summer cleaning inspection checklists have been developed by the FEMO Department, and all areas of a building will be inspected for completion of all assigned tasks prior to reopening.

- **How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

The District procures EPA approved disinfection supplies from Hillyard.

- **How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

FEMO custodial staff will complete daily cleaning, sanitation, and disinfecting as outlined in the COVID-19 Job Cards. Supervisors will be responsible for enforcement of protocols/procedures to maintain staff and student safety.

- **What protocols will you put in place to clean and disinfect throughout an individual school day?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

FEMO Facilities Specialists/Building Utility staff will conduct daily cleaning, sanitation, and disinfection as outlined in the COVID-19 Job Cards.

- **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?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

FEMO staff have all been trained on the proper use of cleaning, sanitizing, and disinfection protocols. COVID-19 Job Cards have been distributed to all staff. On-going training will continue as needed to ensure safety for staff and students. Ventilation protocols will be monitored by the FEMO HVAC Mechanics to increase air circulation using the District building automation system, where possible, and Facilities Specialists/Building Utility staff will be encouraged to keep windows open when possible.

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>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Until further notice, postpone the use of indoor facilities by outside groups until all phases are removed. FEMO custodial staff follow all daily cleaning/disinfection tasks outlined in the COVID-19 Job Cards for schools & restrooms. Daily cleaning/disinfection of all high touch surfaces (water fillers, door handles/knobs, faucet/toilet handles, railings, etc.) twice daily using an EPA approved cleaning/disinfection 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase; except the following: Playground equipment at elementary schools will remain open during the green phase. Routine cleaning completed by FEMO staff. 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Robert Kleimenhagen, Jr., - Director of FEMO FEMO Building Staff Lori Casey - Director of Transportation 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Continue to partner with Hillyard for timely delivery to ensure adequate inventory of custodial supplies (cleaning/disinfection chemicals, soap, hand sanitizer, etc.). Maintain adequate inventory of personal protective equipment (PPE). <p><u>Resources</u></p> <ul style="list-style-type: none"> Hillyard Covid-19 Resource Center 	<p><u>T, H, & O</u></p> <p>Yes</p> <p>On-going training for FEMO custodial staff.</p> <p>COVID-19 Job Cards</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>chemical following CDC guidelines.</p> <ul style="list-style-type: none"> • Daily cleaning/disinfection of all high touch hard surfaces (desks, tables, counters, reception areas, etc.) daily using an EPA approved cleaning/disinfection chemical following CDC guidelines. • CDC recommends the use of instant hand sanitizers (60% alcohol or greater) whenever handwashing is not an option. • Install hand sanitizer dispensers in all classrooms. The dispensers should be easily accessible near the entry so that students can apply before reaching their seats. • Libraries and computer labs should all make the sanitizer available before using the equipment within as well as making it accessible on the way out. 			<ul style="list-style-type: none"> • CDC Covid 19 Considerations for Schools • CDC Cleaning and Disinfecting Decision Tool • CDC Cleaning and Disinfecting Your Facility 	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> • Other large spaces will have hand sanitizer dispensers installed for use by visitors, employees, and students as they move throughout the facility. Points of entry and exit are high priority for placement of dispensers along with shared spaces like, cafeterias, breakrooms, and shared work areas. • All facilities which include but are not limited to locker rooms, band rooms, training rooms, weight rooms, gyms, auditoriums, etc., will be cleaned/disinfected as per CDC guidelines. • Ensure ALL hand sanitizer and soap dispensers are full daily, and disinfected multiple times daily. • All individuals sanitize/wash hands on a frequent basis. • Playground equipment will remain closed during the red and yellow phases. 				

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> Buses will be disinfected through electrostatic sprayers with Vital Oxide on a weekly basis. Vital Oxide will be run through heater vents on all vehicles on a weekly basis. All “high touch” surfaces in buses will be cleaned twice daily with sanitizing wipes. 				
Other cleaning, sanitizing, disinfecting, and ventilation practices	<p><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Flush all water systems to ensure they are safe in order to minimize risk of diseases associated with water. Water fountains will not be in use for students and staff. Water bottle filling stations will be available, where applicable. Hand sanitizer dispensers will be installed near filling stations. 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as in yellow phase. 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Robert Kleimenhagen, Jr. - Director of FEMO FEMO Building Staff 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Coordination with JCI/Siemens for building programming. FEMO staff keep all windows open when possible. Maintain adequate inventory of filters. <p><u>Resources</u></p>	<p><u>T, H & O</u></p> <p>Yes</p> <p>Ongoing training for FEMO staff.</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> • Ensure HVAC systems (heating, ventilation, and air conditioning systems) are operating properly. • Where possible/available, increase air exchanges & ventilation in classrooms and common areas using windows and the building automation system. • Increase HVAC filter changes for improved indoor air quality • Interior doors to remain open to increase circulation of air flow when possible. 			<ul style="list-style-type: none"> • CDC Guidance for Reopening Buildings After Prolonged Shutdown 	

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

The minimum three-foot distance or six-foot distance for the hybrid model, will be imposed to the greatest extent feasible.

- All desks will face the instructor
- All other furniture will be removed from the classroom except for the teacher desk

- Large group instructional spaces will be utilized when class size exceeds the maximum number of desks

ONLINE

If teachers are teaching in the school setting during Online learning, classrooms will be configured to allow for the teacher to socially distance from other individuals in the classroom. This includes keeping desks a minimum of three feet apart based on the recommendation of the Bucks County Health Department.

- **How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?**

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

Students will receive instruction within re-configured classroom spaces that promote social distancing for both students and staff members. The needs of all students and staff members will determine the re-configuration when planning instructional spaces.

At the elementary level, it is suggested that specials are held within homeroom class settings to reduce the use of shared space, materials, and to minimize transitioning in the hallways. The master schedule at the elementary level will also reflect lunches and recesses for grade levels limited to that grade level only to reduce the intermixing of students and staff and to promote social distancing. Additionally, minimize the amount of student tools and resources needed to reduce materials transitioning from home to school and school to home. Students will transport their technological devices to and from school. If a backpack is necessary, it should be hung on the back of the student's chair to avoid congregating at closets and/or shared spaces.

Secondary students will not eat in school. Grab and Go lunches will be available for all students at dismissal time. Students will not use lockers, locker rooms or weight rooms. Signage promoting social distancing will be provided in the classrooms, restrooms, hallways, sanitizing stations, cafeteria, food court, and communal spaces for both staff and students to remind individuals to limit clustering:

- 1- Limit the number of students in each space
- 2- Mark areas for traffic flow
- 3- Other necessary distancing procedures

At both the elementary and secondary levels, strict traffic patterns will be enforced within the hallways to limit contact among individuals.

ONLINE

Staff areas, such as the main office and guidance office, will be configured to allow for minimal contact with colleagues. Desks and other working areas will be kept a minimum of three feet apart for students and six feet apart for adults based on the recommendation of the Bucks County Health Department.

- **What policies and procedures will govern use of other communal spaces within the school building?**

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

At the elementary level, students will be seated at a minimum of six feet apart in the cafeteria where feasible. Students will be assigned to seats within their homerooms at a minimum of six feet apart, where feasible, facing the same direction. Where possible, additional open spaces will be utilized to allow for distancing. If the use of the cafeteria and other open spaces is not feasible, students will eat in classrooms. In terms of using the rest room, a schedule limiting the amount of rest room use should be implemented, where classrooms are assigned to use specific restrooms.

The number of lunch periods should also be increased to promote social distancing. At the secondary level students will receive a grab and go lunch at dismissal. Bell schedules may be staggered at the secondary level and strict traffic patterns will be enforced in the hallways. Visuals may include a middle divider, arrows directing traffic, and one-way hallways where possible. Locker use will be prohibited. The use of the locker rooms will be prohibited. Congregating in common areas will also be prohibited. Restroom use between periods will be discouraged.

Staff break rooms and communal spaces must be re-configured to allow for proper distancing.

ONLINE

The number of staff in communal spaces (copy rooms, planning centers) will be reconfigured to allow for staff to social distance from colleagues. The number of staff allowed in each area will be limited based on the size and use of each space. Staff will be encouraged to bring their own food and the sharing of communal resources, such as silverware, condiments, hole punches, and other items will be discouraged. Staff will be asked to clean all areas after use and cleaning materials will be provided in each area where common resources are utilized (printers, copy machine, coffee makers, etc.). Staff members will be housed in their own classrooms and large group meetings will be conducted virtually or limited in attendee number with social distancing protocols in place. The current policy is that all staff members are always required to wear a face covering

when they are outside of their work area and within six feet of others. There is no handshaking or physical touching with other staff members.

- **How will you utilize outdoor space to help meet social distancing needs?**

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

Outdoor spaces may be utilized for lunches, when appropriate, to promote social distancing of staff and/or students. Outdoor spaces may be used for instructional purposes. Physical education classes may be held outdoors, weather dependent. At the elementary level, the outdoor space will be used for recess and limited to one grade level at a time. A schedule should be developed and shared with staff to best manage the availability of outdoor spaces across the campus. Necessary staffing should also be considered when utilizing outdoor spaces.

ONLINE

Staff members can utilize outdoor spaces for lunch or working as appropriate. All social distancing protocols are in place whether inside or outside of the school building.

- **What hygiene routines will be implemented throughout the school day?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

Staff and students will be provided with time and resources throughout the school day to implement hygiene routines. Sanitizing stations will be placed throughout the building to promote proper hygiene. Staff and students will wash hands when possible or sanitize hands before/after lunch, before/after recess, and before/after other transitional times. Signage promoting proper hygiene should be readily visible in locations such as classrooms, restrooms, hallways, sanitizing stations, communal spaces for both staff and students, etc. If teachers are teaching online in the building and traveling outside of their classroom, they should wear a face covering and follow social distancing protocol outside their own classrooms. Facilities staff will follow cleaning routines set with the traditional model and clean high touch surfaces multiple times throughout the day such as doorknobs, handles, and bathrooms.

- **How will you adjust student transportation to meet social distancing requirements?**

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

Standard buses will allow for two students per seat, with students required to wear masks. Distancing on buses and vans providing special transportation will be evaluated on a case-by-case basis. Buses and vans will be disinfected weekly and high-touch areas will be cleaned with wipes between each run. Staff will be in place to monitor and reinforce expectations.

- **What visitor and volunteer policies will you implement to mitigate spread?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

No visitors or volunteers will be allowed to enter the school building unless considered essential. A list of essential visitors should be maintained and updated to reflect those who are granted access. All essential visitors will be required to follow the same safety guidelines as all other school personnel. Utilize virtual meeting formats whenever possible.

No indoor facility use will be permitted in buildings after school or on weekends.

- **Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?**

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

Students in elementary schools will receive their related arts classes in their home classroom.

ONLINE

Safety protocols would be consistent for all students and staff in the Online learning model. Students would remain at home in Online learning but should still follow the protocols provided by the school district regarding social distancing.

- **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?**

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

Virtual professional development will be provided for staff members prior to the start of the school year for students. Asynchronous staff training may also be accessed through SafeSchools. Staff training should reoccur monthly, or as needed, to review and adjust safety procedures. Staff and students will be given guidelines for hygiene practices including the frequency and manner of hand sanitizing and handwashing. Staff and students, as appropriate, will be trained on the use of face coverings. Students will receive explicit instruction for personal hygiene including, but not limited to coughing, sneezing, wiping runny noses, picking up items from the floor, placing non-edible items in mouths, touching faces, touching one another, etc. Staff and students will be instructed on the use of all signage throughout locations and expectations for use of this signage. Families will receive education on health rules and expectations including ways to practice safe hygiene at home and social distancing through the school website, emails, and additional communications.

ONLINE

All stakeholders (students, staff, and parents/caregivers) will be trained on safety and social distancing protocols. Professional development and resources will be provided to staff prior to the return to school and at staff development days. Safe Schools training modules will be utilized for training and preparedness and as a measure of staff understanding. Students and parents/caregivers will be provided online resources that will include social distancing and other health and safety best practices. All students will be required to affirm they have watched instructional videos before they return to the school setting.

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>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p style="text-align: center;"><u>HYBRID</u></p> <ul style="list-style-type: none"> • Minimum six-foot distancing between students, where feasible • Assigned seating in all classrooms • Re-configure classroom setups as collaborative spaces with traditional desks/chairs • Remove all excess furniture from classroom • Desks will all face instructor • Utilize open spaces and outdoor spaces when appropriate, maintaining a six-foot distance, where feasible. • Staff must maintain six- foot distancing in planning centers and other communal areas, when feasible • Consider adult spacing needs when there are additional supports in a classroom (EA's, PCA's, IA's, related service providers, etc.). Encourage related services to be a pull-out model whenever possible. 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> • Same as Yellow except the traditional model will have a minimum of three feet distance between students, where feasible 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> • Principals • FEMO Building Staff 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> • Traditional desks/ chairs • Removal of excess furniture; personal staff furniture must be returned to employee's home • Social distancing markers for floor, where applicable • Posters & signage for placement throughout buildings • Laptops and other technology to access virtual meetings. 	<p style="text-align: center;"><u>T & H</u></p> <p>Yes</p> <p>All staff on social distancing guidelines; cleaning procedure</p> <p>Include in back to school information.</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 style="text-align: center;"><u>ONLINE</u></p> <ul style="list-style-type: none"> Conduct all meetings in a virtual manner. Teachers who are teaching online should be teaching from their classroom and maintain PA DOH and CDC social distancing guidelines. 				
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p style="text-align: center;"><u>HYBRID</u></p> <p><u>Elementary</u></p> <ul style="list-style-type: none"> Students will be seated a minimum of six feet apart whenever eating, where feasible Students will be assigned seating Students will all face same direction (no cross-table) Where possible, additional open spaces will be utilized to allow for distancing (gymnasium, etc.) Additional lunch periods will be scheduled when necessary Where social distancing in cafeteria and other open spaces is not feasible, 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Principals Aramark Staff 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Additional staff for supervision/cleaning Social distancing markers for floors Posters & signage for placement throughout buildings 	<p style="text-align: center;"><u>T & H</u></p> <p>Yes</p> <p>Lunch Aides; assigned seating guidelines and cleaning protocols</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>students will be split between the cafeteria, open spaces, and/or classrooms</p> <ul style="list-style-type: none"> Snack time should be addressed at the building level, adhering to the 6' social distancing restrictions, where feasible <p><u>Secondary</u></p> <ul style="list-style-type: none"> Secondary students will not eat in school. Grab and Go lunches will be available for all students at dismissal time. <p><u>Staff</u></p> <ul style="list-style-type: none"> Staff break rooms will be re-configured to allow for proper distancing. There will be an increase of signage to promote awareness in this area. <p><u>General</u></p> <ul style="list-style-type: none"> Limit the use of self-service food distribution in the cafeteria (e.g. meals and/or snacks served at school will be individually packaged and served directly to students; milk or juice may 				

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>be available separately and will also be served directly to students; Portion controlled condiments and wrapped, disposable utensils will be provided and served directly to students; disposable plates, bowls, and food containers will be used).</p> <ul style="list-style-type: none"> As always, ensure the safety of students with food allergies. Teachers will clean and sanitize desks after students eat in the classroom. 				
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Provide staff and students with time and resources to sanitize hands before/after lunch, recess, and other transitional times Limited restroom use Classrooms will be assigned to specific restrooms Increased number of hand-sanitizer stations throughout the building Restroom use between periods will be discouraged 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Principals Certified School Nurses 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Additional Hand sanitizing stations at high traffic entryways Visuals from CDC/Hillyard 	<p><u>T, H, & O</u></p> <p>Yes</p> <p>Students and staff to be trained on best hygiene practices</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> Encourage hand/objects away from the face. All students and staff will be reminded to wash/sanitize their hands before and after eating, and after using the bathroom. 				
<p>* Posting signs in highly visible locations that promote everyday protective measures and how to stop the spread of germs</p>	<p><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Signage promoting proper hygiene should be readily visible in locations such as classrooms, restrooms, hallways, sanitizing stations, communal spaces for both staff and students, etc. Signage promoting social distancing will be provided in classrooms, restrooms, hallways, sanitizing stations, communal spaces for both staff and students, etc. reminding individuals to limit clustering: <ul style="list-style-type: none"> Mark areas for traffic flow Other necessary distancing procedures Throughout each district building, multiple level appropriate signage (elementary, middle, high) 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Robert Kleimenhagen, Jr., - Director of FEMO FEMO Building Staff Principals 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Visuals from CDC/Hillyard Social distancing markers for floor <p><u>Resources</u></p> <ul style="list-style-type: none"> Hillyard Poster Resource Center Hillyard Poster – Skincare Resource Center CDC Consideration of Schools and Pre-K to 12 Reopening Guidance 	<p><u>T, H, & O</u></p> <p>No</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>will be posted related to the following infection control measures:</p> <ul style="list-style-type: none"> ○ Proper wearing and removal of face masks ○ Social distancing (wall and floor signage) ○ hand washing ○ germ prevention ○ when to stay home symptoms <ul style="list-style-type: none"> • Signage will be provided in diverse languages as appropriate • Signage will be ADA compliant as appropriate • Technology (school news, daily broadcasts, communications, school websites, etc.) will be used as a source for delivering announcements on protective measures 			<ul style="list-style-type: none"> • COVID Signage 	
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Only those visitors considered essential may enter the school building 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Principals 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <p><u>Resources</u></p>	<p><u>T, H & O</u></p> <p>Yes</p> <p>Staff (secretarial, teachers)</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> • A list of essential visitors should be maintained and updated; those not on the list will not be granted access • All essential visitors will be required to follow the same safety guidelines as all other school personnel (wear a face covering, sanitize upon arrival, maintain social distance, etc.) • Deliveries and student item drop-offs must be left in the vestibule of the building • Parent pickup (due to student illness or other) may be done outside the school building with staff escort, where feasible • No volunteers permitted to participate in classroom events • All assemblies and town halls will be virtual • Virtual IEP, 504 meetings unless the parent/guardian requests an in-person meeting. All other meetings will be held virtually. • Visitors must be screened using a symptom checker form. Provide a visible marker (i.e., paper wristband 			<ul style="list-style-type: none"> • COVID Signage 	procedural; communication to parents

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)
	or visitor badge sticker), indicating proof of screening.				
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p style="text-align: center;"><u>HYBRID</u></p> <ul style="list-style-type: none"> Athletics programs are addressed in a separate health and safety plan Locker room use prohibited for PE classes Weight room use prohibited Ensure classes are appropriately social distanced Ensure activities do not require sharing resources No use of shared equipment including playgrounds Reminders of frequent handwashing before and after recess <p>During secondary indoor PE instruction:</p> <ul style="list-style-type: none"> Social distancing (6 ft) will be followed. Sanitizing equipment after each use Reminders of frequent handwashing before and after PE 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase except: <p>Elementary Recess:</p> <ul style="list-style-type: none"> Staggered access to playground equipment during recess Staggered recess periods across school day, when feasible 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Danielle Turner, District Athletic Director Angela Hendershot, Coordinator of Health and PE Principals 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <p><u>Resources</u></p> <ul style="list-style-type: none"> CDC's Considerations for Youth Sports PA Guidance for Sports Re-Opening Guidance for Public Spaces CBSD Athletic Health and Safety Plan 	<p style="text-align: center;"><u>T, H & O</u></p> <p>Yes – FEMO / Physical Education teacher cleaning procedure</p> <p>FEMO Facilities Specialist</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>During Secondary PE outdoor instruction:</p> <ul style="list-style-type: none"> Sanitize equipment, when possible, after each use. Reminders of frequent handwashing before and after PE <p>** The Board approved a separate Athletic program safety plan, as required by the PA Department of Education on June 23, 2020.</p> <p><u>ONLINE</u></p> <ul style="list-style-type: none"> Teachers will conduct PE classes and other team building activities virtually. 				
<p>Limiting the sharing of materials among students</p>	<p><u>HYBRID</u></p> <ul style="list-style-type: none"> Every student K-12 will be provided with a device Use virtual/digital alternatives in classroom when possible Library books will be isolated before checking out to students Minimize amount of student tools and resources needed (pencils, papers, folders, etc.) to reduce materials transitioning from home to school and school to home 	<p><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Principals Curriculum Supervisors and Coordinators Technology & Innovation Department 	<p><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Virtual learning tools, labs Individual materials for students 	<p><u>T, H, & O</u></p> <p>Yes</p> <p>Staff and students on technology</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> Backpacks hung on back of chair at elementary level to avoid congregating at closet Elementary specials will be held in home classrooms. <p style="text-align: center;"><u>ONLINE</u></p> <ul style="list-style-type: none"> Implement a 1-to-1 scenario across the district. (K-2 iPad and 3-12 Laptops). Limit the sharing of loaner laptops and iPads across the school district. Continue with model of technology support and help that was devised during the distance learning period in the spring 2020. 		<p style="text-align: center;"><u>ONLINE</u></p> <ul style="list-style-type: none"> Technology and Innovation Department Technology Coaches CBSD Professional Development Team Building Administration 	<p style="text-align: center;"><u>ONLINE</u></p> <ul style="list-style-type: none"> Technology and Innovation signup information, spreadsheets, directions and guidelines in relation to tech distribution 	
Staggering the use of communal spaces and hallways	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Bell schedules will be staggered at the secondary level, where feasible Strict traffic patterns will be enforced in hallways (middle divider in center of hallway floor, arrows directing traffic, one- 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase except traditional model will adhere to 3 feet physical distance between chairs and wear a mask at all times. 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Principals FEMO Specialists 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Carts for specialists Floor signage to direct traffic, promote distancing <p><u>Resources</u></p>	<p style="text-align: center;"><u>T, H, & O</u></p> <p>Yes</p> <p>Social Distancing Information</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)
	way hallways where feasible) <ul style="list-style-type: none"> No locker/cubby use allowed Congregating in common areas will be prohibited Employees and students must adhere to 6-foot physically distanced guidelines and wear face coverings at all times when in communal areas (excluding times in office space alone). Discourage congregating in shared spaces, such as staff lounge areas 			<ul style="list-style-type: none"> Hillyard Poster Resource Center Hillyard Poster – Skincare Resource Center 	
Adjusting transportation schedules and practices to create social distance between students	<p style="text-align: center;"><u>HYBRID</u></p> <ul style="list-style-type: none"> Students will be seated two per seat in standard buses Students will be assigned seats on busses, when feasible Family members are requested to sit in the same seat Students will be required to wear face coverings while using district transportation Drivers to wear face coverings when students enter/exit 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Lori Casey, Director of Transportation Principals Local Police Departments 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Face coverings or face shields for drivers and students in need <p><u>Resources</u></p> <ul style="list-style-type: none"> CDC What Bus Operators Need to Know about Covid 19 	<p style="text-align: center;"><u>T & H</u></p> <p>Yes</p> <p>Driver face covering, cleaning procedure</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> When possible, bus windows will be open to increase ventilation Consider ways to manage increased traffic congestion with more parent drop-offs/pick-ups Provide trash can and cleaning supplies for all busses, where feasible. Provide email reminders to families to maintain a distance of at least 6 feet while at the bus stop. Students and drivers will be educated on the importance of passengers facing forward (not sideways or backwards). 				
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p style="text-align: center;"><u>HYBRID</u></p> <ul style="list-style-type: none"> Elementary specials will be held in homeroom classrooms Modified classroom instruction to avoid activities which require touching or sharing of items Handwashing and/or hand sanitizing should occur before and after specials All classrooms and other spaces will be evaluated to 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Same as yellow phase except in traditional model: All spaces utilized for learning will be evaluated to determine the maximum safe capacity, with a minimum spacing of three feet and allowing 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Principals FEMO Building Staff 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <p style="text-align: center;">None</p>	<p style="text-align: center;"><u>T & H</u></p> <p style="text-align: center;">No</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>determine the capacity of students and staff based on current social distancing protocols as determined by the Bucks County Department of Health</p> <ul style="list-style-type: none"> All spaces utilized for learning will be evaluated to determine the maximum safe capacity, with a minimum spacing of six feet and allowing for unobstructed pathways and doorways. 	<p>for unobstructed pathways and doorways.</p>			
<p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p>	<p style="text-align: center;"><u>HYBRID</u></p> <ul style="list-style-type: none"> CBSD Before/After Care will follow district guidelines and protocols Registration will be limited based on available space at specific site Childcare will provide individual bag of supplies to each student K-6 student devices going home daily provides additional safe resource for childcare Utilize additional space throughout buildings to promote distancing Utilize outdoor space as much as possible 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <p>Brian Loftus, Business Manager</p> <p>Jessica O'Brien, Before and After School Program Coordinator</p> <p>Elementary Principals</p>	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> Additional aides for smaller groups <p><u>Resources</u></p> <ul style="list-style-type: none"> CDC Childcare Decision Tool 	<p style="text-align: center;"><u>T & H</u></p> <p>Yes</p> <p>Before & After Care Staff</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> • Transportation to/from other providers • Providers must follow district guidelines 				
Other social distancing and safety practices	<p style="text-align: center;"><u>HYBRID</u></p> <ul style="list-style-type: none"> • Same as Red, all field trips and large inter-group activities will be placed on hold and alternative virtual experiences will be explored. • Procedures for lock-down and fire/evacuation drills that adhere to social distancing and safety practices as outlined in plan will be developed. <p style="text-align: center;"><u>ONLINE</u></p> <ul style="list-style-type: none"> • Practice proper social distancing when distributing meals to families. 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Same as yellow phase 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Principals 		<p style="text-align: center;"><u>T, H, & O</u></p> <p>Yes</p> <p>Procedural</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?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

Staff and parents will be given guidelines about sign and symptoms of COVID19. It will be expected that staff and parents will self-monitor prior to arrival at school. Students or staff that exhibit signs or symptoms during the school day will report to the health office with a face covering.

First, the student or teacher should leave the classroom immediately, put on a mask, and report to the nurse's office. The nurse should fully assess the student/teacher, including a temperature check and questions about any pre-existing conditions that may explain the symptoms. As the situation warrants, the nurse should contact a parent/guardian to arrange for transportation off-site.

- **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)?**

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

Parent will monitor their child/children daily for fever and/or other signs of COVID. Once in school, staff will do a quick check of students. All staff will report self-monitoring daily, this will be reported electronically and will be sent to Principal. Student returning after possible COVID will report to School Nurse prior to returning to classroom.

ONLINE

All stakeholders will self-monitor in the home setting. Parents/caregivers will assist in the monitoring and screening of students. Self-monitoring should take place daily based on the best practices provided by the Bucks County Department of Health and the CDC. All stakeholders and household members are required to report confirmed cases to the school district.

- Students and household members will contact the school nurse, counselor, and principal and complete a standardized form to ensure cases are confidentially recorded and validated.
- Staff members are required to report confirmed cases of self and/or household members to the district Human Resources department and school principal.

If students transition to the traditional or hybrid setting from the Online learning setting after the school year has started, parents will perform a symptoms screening check and confirm. Once students return, parents are advised provide a symptom screening before getting on the bus, walking to school, or being transported ([FAQ Bucks County Department of Health Reopening Guidance](#)).

- **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?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

Students or staff who exhibit signs or symptoms during the school day will be placed in isolation through the directive of the school nurse. An isolation area will be identified in each Health Office for students and staff with symptoms of COVID. Student/staff with signs of infection will be masked and isolated until arrangements are made for dismissal. The nurse will clean and sanitize the area between each student/staff member.

Any staff, student, or other member of the school community who has become ill will be evaluated in an isolation room. If a student or staff member is not wearing a mask, a mask should be applied immediately while placed in an isolation room. Health room staff should consider an increased level of PPE (i.e. use of N95 respirator, gown, gloves) while interacting with students/faculty and staff placed in isolation. School staff and families will follow the protocol for safely transporting sick children home. The district will notify the Bucks County Health Department of all known positive COVID-19 tests.

If a student/staff member is exposed to a family member or someone in the household with a positive COVID-19 test, they will be quarantined for 14 days. The district will consult with the Bucks County DOH on decisions impacting the isolation of students/staff in contact with exposed members of the school community.

- **Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?**

The nurse has the primary responsibility with support/guidance from the principal.

- **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?**

A medical note from health care provider will be required for returning to school after a confirmed case of COVID. The student will need to report directly to the health office upon returning to school to be evaluated by the school nurse.

Staff and students may return after 10 days have passed since the symptoms first appeared and being fever-free for 24 hours or based on current PADOH guidelines, if different.

Employee is to discuss inability to return with their medical provider and the human resources department.

- **How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?**

Conversation with parent regarding student's recovery and conversations with medical provider will occur as needed. If medical provider confirms inability to come back to school, homebound type of education will be provided.

- **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?**

In consultation with the Bucks County Health Department, the district will provide clear, consistent communication to notify families of COVID-19 case management that aligns to PA DOH/CDC Resources and Guidelines. The district will continue to

use the communication media that the community is used to, including website communication, text message blasts, email blasts, etc.

- **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?**

Parent education regarding new guidelines/protocols will occur. Staff will receive training regarding signs and symptoms of the illness, self-monitoring, and student observations. The nurses will be trained on the tracking system. Staff will receive training regarding signs and symptoms of illness, self-monitoring, and student observations. This training will occur prior to school re-opening.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Parents will monitor children at home for signs of illness and will keep children at home if a fever and/or other symptoms present Staff will self-check each day for same symptoms As part of the daily routine, staff will assess students for symptoms in classrooms Access to Health Office as needed, this may be more limited than in the past to prevent infection Teacher may send any student to the nurse if symptoms of illness are observed School nurse will assess each member for signs and symptoms of COVID to include but not limited to: elevated temperature, cough, shortness of breath, headache, body aches Post signage at main entryways in district buildings requesting that people who have been symptomatic with fever, cough, or other symptoms do not enter the building. Enforce that staff and students stay home if they have tested positive for COVID-19, have COVID-19 symptoms 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Principals CBSD Nursing Coordinator 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Monitoring tools Symptoms reporting system for faculty/staff <p><u>Resources</u></p> <ul style="list-style-type: none"> Hillyard Poster Resource Center Hillyard Poster – Skincare Resource Center COVID Signage Contact Tracing information form (Bucks County Department of Health) 	<p><u>T, H, & O</u></p> <p>Yes</p> <p>Parents/ Students/ Staff Training on symptoms of COVID and monitoring protocols</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>or have had recent close contact with a person with COVID-19 until they meet criteria to return to work or school.</p>				
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p style="text-align: center;"><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Member will be isolated in Health Office and held there until transportation can be arranged. This transportation must occur as soon as possible. • The isolation space will be somewhat removed from the other functioning space • Adult picking up student will not be permitted in the building. Young students will be escorted to the door by nurse and ID will be checked before releasing student. In secondary school, upon parent arrival, parent will speak to nurse and student will be sent out to meet parent. • Member will be re-masked immediately if symptoms of infection are present, to reduce the spread of disease. • Member will be referred to medical personnel for testing, based on nursing assessment using current PA DOH guidelines. • If testing is necessary, member not permitted to return unless has a negative COVID test 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Same as yellow phase 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Alexis McGloin, Assistant Superintendent • Certified School Nurses • Robert Kleimenhagen, Jr., - Director of FEMO 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Cleaning Supplies for Health Office • N-95 Masks and Fitting Tool • Surgical Gowns for nurses • Gloves for nurses • Plastic Shower Curtains • Designated spaces within each school building for isolation area • Support and collaboration by 	<p style="text-align: center;"><u>T, H, & O</u></p> <p>Yes</p> <p>Training for nurses on protocols and proper cleaning Parent training on new procedures</p> <p>Training on use of masks</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> • DOH will be notified of any positive testing • All spaces will be sanitized between members. • All spaces will be disinfected each evening. • Faculty and staff will refer to the isolation protocol for evaluation/disposition of students with COVID-19 symptoms • Notify the Bucks County Health Department of all known positive COVID-19 tests. • Work in collaboration with the local health department to notify any students/faculty that had potential exposure to COVID-19 via contact tracing protocols. Confidentiality of positive cases to be maintained. • If a student or staff member is positive for COVID: <ul style="list-style-type: none"> ○ Close off areas used by sick person and do not use again before cleaning and disinfected. ○ Wait at least 24 hours before cleaning and disinfecting associated areas. If not feasible, wait as long as possible. If seven days have passed since the sick individual was in the affected area, cleaning is not needed. 			<p>Bucks County PA DOH</p> <p><u>Resources</u></p> <ul style="list-style-type: none"> • PA Health – Guidance on Home Isolation or Quarantine • CDC – At Home Protection Recommendations • CDC – Communication Resources 	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Student must see Nurse, upon return to school, prior to entering any other school space • If tested completed for COVID, must present these results prior to school return • Staff and students may return after 10 days have passed since the symptoms first appeared and being fever-free for 24 hours or based on current PADOH guidelines, if different • Track estimated return to school dates of students and faculty/staff in isolation and quarantine • If a student/staff member travels to a state listed on the Pennsylvania government site for quarantine, the student/staff member must self-quarantine for 14 days prior to returning to school or work • Consult with the Buck County DOH on decisions impacting the isolation of students/staff in contact with exposed members of the school community • 14-24 day quarantine for any student/staff with a family member or member of their household who tests positive for COVID. Decision will be made in conjunction with PA DOH, BC DOH and district. 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • District level administrators • Building Administration & nurses responsible for the building. 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Support and collaboration by Bucks County PA DOH <p><u>Resources</u></p> <ul style="list-style-type: none"> • FAQ Bucks County Department of Health Reopening Guidance • Quarantine-Isolation Work Guidance Flow Chart (Infographic PA Dept of Health) • Leave of Absence and Family First Corona Virus Response Act (FFCRA) 	<p><u>T, H, & O</u></p> <p>Yes</p> <p>Literature and Include in back-to-school information</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
				<ul style="list-style-type: none"> COVID Signage 	
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<p><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Department of Health will be notified by CSN of suspected positive COVID case Department of Health will give direction in terms of family notification, this communication will be shared by school Consult with the Bucks County Health Department on decisions impacting the closure of classrooms, schools, or the district. 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> John Kopicki, Superintendent Angela Linch, Director of Communications Principals Certified School Nurse 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Support and Communication from the Bucks County Department of Health CBSD Facebook Page CBSD Email System 	<p><u>T, H, & O</u></p> <p>No</p>
Other monitoring and screening practices	<p><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Parents to monitor children at home for signs of illness Staff will self-monitor for signs of illness and will complete a monitoring checklist daily Staff will screen students for signs of illness Nurses will track cases (staff and students) to assist Department of 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Principals Certified School Nurses Teachers 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Monitoring Tools Tracking System 	<p><u>T, H, & O</u></p> <p>Yes</p> <p>Parent and staff education on symptoms of COVID; staff</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)
	Health with tracing and decisions in closing schools			<ul style="list-style-type: none"> Assistance to the Bucks County Department of Health with Contact tracing information 	training on tools

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?

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

CBSD will follow the current recommendations of the Bucks County Health Department & the CDC while students are in the Online learning model in and out of the school setting. The current order as of July 1st, 2020 is for all stakeholders to wear a face covering in public settings and practice social distancing guidelines – ([Order Requiring Universal Face Coverings announced July 1, 2020](#)). All staff and students entering the school building during Online learning will be required to wear a face covering. Staff teaching from the school building, support staff, and students will wear a face covering. Face masks or face shields will be made available to individuals who enter the school building.

- What special protocols will you implement to protect students and staff at higher risk for severe illness?

TRADITIONAL (ELEMENTARY ONLY) & HYBRID

Consider developing a student-specific plan that facilitates his/her safe return to school using increased social distancing strategies, where feasible, for the student and staff. This may include providing students with a Distance Learning platform. All staff may wear clear face shields in addition to a face covering when meeting face-to-face, teaching, or interacting with others in classroom and congregate settings.

Require hand sanitizing or hand washing prior to eating and provide hand sanitizer in classrooms as well as encourage frequent hand washing and hand sanitizing.

If possible, students should bring their own lunch and eat in their classrooms. If in cafeteria, students should be seated in on the same side of the table.

ONLINE

CBSD will provide resources to all stakeholders to educate them on who is at a higher risk, the signs and symptoms and the best practices to follow to limit exposure to COVID-19. Students and parents/caregivers will have access to the school certified nurse and resources provided if they have specific questions or need guidance during Online learning. All stakeholders will be provided ongoing communication and resources at the school and district level. These will be made available on the school and district website and stakeholders will be provided with reminders and updates through the district website, email, Facebook, and Twitter.

- **How will you ensure enough substitute teachers are prepared in the event of staff illness?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

SafeSchools training module, continue to advertise for additional substitutes, hire in a timely manner for the start of the school year.

- **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?**

TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE

Ensure that students are provided FAPE and continue to receive access to therapy and related services while in the school. Maximize continuity among those providing services and/or use virtual care for service provision to decrease exposures. Provide environmental (e.g. smaller class size) and classroom supports for those children who may need assistance with hygiene measures, such as some children with behavioral/developmental disorders.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Protecting students and staff at higher risk for severe illness</p>	<p style="text-align: center;"><u>HYBRID</u></p> <ul style="list-style-type: none"> • Consider developing a student-specific plan that facilitates his/her safe return to school using increased social distancing strategies, where feasible, for the student and staff. This may include providing students with a Distance Learning platform. • Recommend staff to wear clear face shields in addition to face coverings alternative to masks when meeting face-to-face, teaching, or interacting with others in classroom and congregate settings. • Require face shields and gloves be worn by staff who work with students at higher risk. • Require frequent use of hand sanitizer. • Require hand sanitizing or hand washing prior to eating. • Encourage/Provide time frequent proper handwashing. 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Same as yellow phase 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Alexis McGloin, Assistant Superintendent • Allison Kuchler, Director of Special Education • Principals 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Masks and/or face shields for students and staff • Hand sanitizer in common areas • Teacher's aides for those children who may need assistance with handwashing and/or sanitizing <p><u>Resources</u></p> <ul style="list-style-type: none"> • If You Are Immunocompromised, Protect Yourself From Covid • COVID Signage • CDC – People Who Need to 	<p style="text-align: center;"><u>T, H, & O</u></p> <p>Yes</p> <p>Proper hygiene training for staff and 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)
	<ul style="list-style-type: none"> Water fountains should not be used by students and staff. Encourage students and staff to bring water bottles from home. If possible, in the elementary, students should bring their own lunch. If in cafeteria, students should be seated six feet apart on one side to avoid across the table seating. Provide environmental (e.g. smaller class size) and classroom supports (e.g. teacher aides) for those children who may need assistance with hygiene measures, such as some children with behavioral/developmental disabilities. <p style="text-align: center;"><u>ONLINE</u></p> <ul style="list-style-type: none"> Provide routine check-ins by Certified and staff nurses for students and staff at higher risk. Provide support as needed. 			Take Extra Precautions	
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p style="text-align: center;"><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Always require staff to wear a face covering per order 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p>	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p>	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p>	<p style="text-align: center;"><u>T, H, & O</u></p> <p>Yes</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>requiring universal face coverings. They may also choose to wear both a face mask and face shield.</p> <ul style="list-style-type: none"> Require face shield and gloves be worn by all PCAs and those providing one to one assistance. Require students and staff to wear a mask when entering the health office. 	<ul style="list-style-type: none"> Same as yellow phase 	<ul style="list-style-type: none"> Principals Andrea Didio-Hauber – Director of Human Resources 	<ul style="list-style-type: none"> Available Disposable Face Coverings and Face Shields for Staff and Students <p><u>Resources</u></p> <p>Order Requiring Universal Face Coverings announced July 1, 2020</p> <p>COVID Signage</p> <p>FAQ Bucks County Department of Health Reopening Guidance</p>	<p>Staff and Students, Proper use of PPE</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p><u>HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Require all students to wear a face covering throughout the school day. All students are required to wear a face covering on school vehicles. Children two years and older are required to wear a face 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Principals 	<p><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Available Disposable Masks and face shields for students 	<p><u>T, H, & O</u></p> <p>Yes</p> <p>Staff and Students, Proper use of PPE</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act of 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.</p>			<ul style="list-style-type: none"> Hand sanitizer <p><u>Resources</u></p> <p>Order Requiring Universal Face Coverings announced July 1, 2020</p> <p>COVID Signage</p>	
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p style="text-align: center;"><u>HYBRID</u></p> <ul style="list-style-type: none"> Prior to school restarting, schools should communicate with parents/guardians to address any outstanding concerns. For students with complex needs or vulnerabilities, consider developing a student-specific plan that facilitates their safe return to school. Consider increasing social distancing, limiting interactions with other students/staff, varying arrival and dismissal time, staggering the end of class periods, varying or limiting transitions from 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Same as yellow phase 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Alexis McGloin, Assistant Superintendent Allison Kuchler, Director of Special Education Special Education Supervisors Supervisor of Student Services 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> Therapy and Nursing Services <p><u>Resources</u></p> <ul style="list-style-type: none"> CDC – People Who Need to Take Extra Precautions Guidance for Direct Service Providers (for people with disabilities) 	<p style="text-align: center;"><u>T, H, & O</u></p> <p>No</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>classroom to other areas in the school.</p> <p style="text-align: center;"><u>ONLINE</u></p> <ul style="list-style-type: none"> • Provide check ins with higher risk students to provide support as needed by Certified and staff nurses. • Provide check ins and support in accordance the student's IEP goals, 504 accommodations, etc. by special education teachers, counselors, and support staff. • Monitor and communicate student needs/concerns by teachers and counselors and address accordingly. 			<ul style="list-style-type: none"> • Guidance for Direct Service Providers (for people with developmental and behavioral disorders) 	
Strategic deployment of staff	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY) & HYBRID</u></p> <ul style="list-style-type: none"> • Based on district protocols, each building will deploy staff considering layout of building as well as staff and student needs. • Possibly increase support staff for arrival and dismissal at entrances for children's 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Same as yellow phase 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • Cabinet Members • Principals 	<p style="text-align: center;"><u>TRADITIONAL (ELEMENTARY ONLY), HYBRID, & ONLINE</u></p> <ul style="list-style-type: none"> • None 	<p style="text-align: center;"><u>T, H, & O</u></p> <p>No</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>comfort and to monitor social distancing.</p> <ul style="list-style-type: none"> • Consider using different entrances for busses rather than all students entering and exiting through the same door • Limit the number of adults, when possible, in classrooms. <p style="text-align: center;"><u>ONLINE</u></p> <ul style="list-style-type: none"> • Identify additional staff availability and expertise to assist/support students and families. • Consider staffing needs: abilities, technology resources, and training. • Provide virtual support based on student need. PCAs and EAs will work under the direction of the case manager/teacher to provide support to students in a virtual setting. 				

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
COVID-19 – General Knowledge & Safety Training	CBSD Administrative, Professional & Support Staff	<ul style="list-style-type: none"> • Cheryl Leatherbarrow – Interim Supervisor of Student Services • Building Administration • Certified School Nurses • Human Resources Staff 	<ul style="list-style-type: none"> • Online Training Modules • Building Staff Development Session 	<u>Safe Schools Training</u> <ul style="list-style-type: none"> • Manage Stress and Anxiety • Clean and Disinfect Workspace • Preparing Household • Cloth Face Coverings • Coronavirus Awareness 	8/25/2020	8/31/2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
		<ul style="list-style-type: none"> • CBSD Staff Development Team 		<ul style="list-style-type: none"> • Transitioning to an Online Workforce <p><u>Safety/Hygiene Practices</u></p> <ul style="list-style-type: none"> • Social Distancing • Ventilation/Outdoors • Hand and respiratory hygiene • Sharing of materials <p><u>CB Covid-19 Procedures:</u></p> <ul style="list-style-type: none"> • Self-Screening • Reporting • Attendance/Absence • Return Protocol 		
COVID-19 – CBSD Safety Procedures/ Personal Hygiene	<ul style="list-style-type: none"> • Students • Parents/ Caregivers 	<ul style="list-style-type: none"> • Cheryl Leatherbarrow – Interim Student Services Supervisor • Building Administration 	<ul style="list-style-type: none"> • District – Communication: Providing Notice of Updates from Follow Bucks County Department of Health & CDC 	<p><u>Safety/Hygiene Practices</u></p> <ul style="list-style-type: none"> • Social Distancing • Ventilation/Outdoors • Hand and respiratory hygiene 	8/17/20	Ongoing

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
		<ul style="list-style-type: none"> • Certified School Nurses 	<ul style="list-style-type: none"> • Online Presentation – 1st Week of School 	<ul style="list-style-type: none"> • Sharing of materials • Use of Face Coverings <p><u>CB Covid-19 Procedures:</u></p> <ul style="list-style-type: none"> • Self-monitor – Symptoms/Exposure • Reporting • Attendance/Absence • Return Protocol 		
<p>COVID-19 – Online Workplace: FERPA, HIPAA, Virtual IEPs, 504 Service Plans</p>	<ul style="list-style-type: none"> • CBSD Professional & Support Staff 	<ul style="list-style-type: none"> • Allison Kuchler - Director of Special Education • Andrea L. DiDio-Hauber - Director of Human Resources 	<ul style="list-style-type: none"> • Online Training Modules • Building Staff Development Session • Virtual Presentation(s) 	<p><u>Online Workplace</u></p> <ul style="list-style-type: none"> • Supporting Students Virtually with IEP, 504, etc. • Boundaries: PSBA Guidance: Policy 824 Maintaining Professional Adult/Student Boundaries – Considerations for a Digital 	8/25/2020	8/31/2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
				Learning Environment <ul style="list-style-type: none"> • Liability • Security • Confidentiality 		
COVID-19 – Reporting Procedures	<ul style="list-style-type: none"> • Student Services Administration • Certified School Nurses • Professional Staff 	<ul style="list-style-type: none"> • Dr. Damsker – Bucks County Health Director • CBSD Pandemic Coordinator 	<ul style="list-style-type: none"> • Building Staff Development Session • Virtual Presentation(s) 	<ul style="list-style-type: none"> • Reporting Document/Process • Reporting Directions/Flow chart • Follow-up/Monitoring Process • Recordkeeping Process 	TBD	TBD
Procedures and Skills for Deployment of Support Staff	<ul style="list-style-type: none"> • Support Staff 	<ul style="list-style-type: none"> • Building Administration • Professional Staff • Technology & Innovation Department 	<ul style="list-style-type: none"> • Technology Training • Training for Interacting with Students 1:1 • Online Presentation 	<ul style="list-style-type: none"> • Appropriate Technology/Working Laptops • Digital Citizenship • Applications (Canvas) • Access Tech Support 	8/30/2020	9/3/2020 (Ideally before students start)
Technology Orientation	<ul style="list-style-type: none"> • Professional Staff 	<ul style="list-style-type: none"> • Technology & Innovation Department (K-12 Technology Committee) 	<ul style="list-style-type: none"> • District Website • Instructional Videos 	Technology Orientation Digital Citizenship Device: iPad K-2 Device: Laptop 3-6	8/25/2020	8/31/2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
				Applications (Canvas) Access Tech Support		
Technology Orientation	<ul style="list-style-type: none"> Students Parents/Caregivers 	<ul style="list-style-type: none"> Technology & Innovation Department (K-12 Technology Committee) 	<ul style="list-style-type: none"> District Website Instructional Videos 	<u>Technology Orientation</u> <ul style="list-style-type: none"> Digital Citizenship Device: iPad K-2 Device: Laptop 3-6 Applications (Canvas) Access Tech Support 	8/25/2020	8/31/2020
Transition to Traditional In-Building Health & Safety Plan	<ul style="list-style-type: none"> CBSD Professional & Support Staff 	<ul style="list-style-type: none"> Building Administration Robert Kleimenhagen, Jr., - Director of FEMO Transportation 	<ul style="list-style-type: none"> Virtual Presentation (s) Posted on Website 	<u>District</u> <ul style="list-style-type: none"> Bus Transportation Personal Materials <u>Building Specific</u> <ul style="list-style-type: none"> Arrival and Dismissal Use of Common Areas (hallways, cafeteria, etc.) 	8/17/20	Ongoing

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
				<ul style="list-style-type: none"> • Planning for the unique student / staff needs prior to being in building 		
COVID-19 – General Knowledge, Safety Training & Cleaning	<ul style="list-style-type: none"> • ALL FEMO Staff 	<ul style="list-style-type: none"> • Building Administration • Robert Kleimenhagen, Jr., - Director of FEMO • All FEMO Staff 	<ul style="list-style-type: none"> • In-Person Training/Demonstrations 	<ul style="list-style-type: none"> • Coordination with Hillyard Account Manager • Appropriate Cleaning Equipment and Materials • CDC Guidance for Cleaning and Disinfecting 	7/15/2020	Continuously Updated Throughout the School Year
Student Safety, Welfare & Child Abuse Reporting	<ul style="list-style-type: none"> • Professional and Support Staff 	<ul style="list-style-type: none"> • District Administration • Building Administration • Building Level Counselors/ 	<ul style="list-style-type: none"> • Online Presentation • Building Staff Development Session(s) 	<ul style="list-style-type: none"> • Safe Schools Training • Virtual Suicide Risk Response and Assessment Flow Chart 	8/25/2020	9/3/2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
		<ul style="list-style-type: none"> Psychologists/ Certified Nurses 		<ul style="list-style-type: none"> PA Mandated Reporting System 		
Transition to Traditional In-Building Health & Safety Plan	<ul style="list-style-type: none"> Students Parents/ Caregivers 	<ul style="list-style-type: none"> Building Administration Robert Kleimenhagen, Jr., - Director of FEMO 	<ul style="list-style-type: none"> Online Presentation Recording Posted on website In-person orientation at building 	<u>District</u> <ul style="list-style-type: none"> Bus Transportation Personal Materials <u>Building Specific</u> <ul style="list-style-type: none"> Arrival Dismissal Use of Common Areas (hallways, cafeteria, etc.) Planning for the unique student / staff needs prior to being in building 	Before Return to School	Ongoing
Social-Emotional Health	<ul style="list-style-type: none"> Students Parents/ Caregivers 	<ul style="list-style-type: none"> Building Administration Professional Staff Counselors/ Psychologists 	<ul style="list-style-type: none"> Online Presentation Recording Posted on website DL Class Lessons 	<ul style="list-style-type: none"> SAP Review Safe2Say Review <u>Resources</u>	8/31/2020	8/31/2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
		<ul style="list-style-type: none"> Certified Nurses 		<ul style="list-style-type: none"> Common Sense.org – SEL Activities Flocabulary – SEL Activities Second Step – SEL Activities Core SEL Competencies 		
Social-Emotional Health	<ul style="list-style-type: none"> CBSD Professional & Support Staff 	<ul style="list-style-type: none"> Building Administration Counselors/ Psychologists Certified Nurses Andrea L. DiDio-Hauber - CBSD Director of Human Resources 	<ul style="list-style-type: none"> Online Training Module Building Staff Development Session Virtual Suicide Risk Response and Assessment Flow Chart 	<ul style="list-style-type: none"> QPR Training Review & Resources SAP Review Safe2Say Review Expanding Employee Assistance Programs (EAP Resources) PA Mandated Reporting System 	8/25/20	8/25/20

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
General Knowledge Information and Safety Precautions	<ul style="list-style-type: none"> All Stakeholders 	<ul style="list-style-type: none"> John Kopicki – CBSD Superintendent Angela Linch – CBSD Communications Director Dr. Damsker – Bucks County Health Director 	<ul style="list-style-type: none"> CBSD Website, Board Meetings, Facebook, Twitter, Email/Text Blasts, Building Websites, Newsletters Frequently Asked Questions Resource 	4/1/20	Ongoing

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
<p>2020 Reopening Plan – General Information and Updates</p> <ul style="list-style-type: none"> • CBSD Preparing for 2020-2021 District Website Link 	<ul style="list-style-type: none"> • All Stakeholders 	<ul style="list-style-type: none"> • John Kopicki – CBSD Superintendent • Angela Linch – CBSD Communications Director • Nadine Garvin, Abe Lucabaugh, and Alexis McGloin – Assistant Superintendents 	<ul style="list-style-type: none"> • CBSD Website, Board Meeting, Facebook, Twitter, Email/Text Blasts, Building Websites, Newsletters 	6/12/20	Ongoing

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
2020 Fall Reopening Plan – District Level – Specific Health and Safety Plan	<ul style="list-style-type: none"> All Stakeholders 	<ul style="list-style-type: none"> John Kopicki – Superintendent Angela Linch – CBSD Communications Director Nadine Garvin, Abe Lucabaugh, and Alexis McGloin – Assistant Superintendents Robert Kleimenhagen, Jr., - Director of FEMO 	<ul style="list-style-type: none"> CBSD Website, Board Meeting, Facebook, Twitter, Email/Text Blasts, 	7/28/20	Ongoing
2020 Fall Reopening Plan – School Level – Specific Health and Safety Plan	<ul style="list-style-type: none"> School Level Stakeholders 	<ul style="list-style-type: none"> Building Administration Robert Kleimenhagen, Jr., - Director of FEMO 	<ul style="list-style-type: none"> CBSD Website, Board Meeting, Facebook, Twitter, Email/Text Blasts, Building Websites, Newsletters 	7/28/20	Ongoing

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
2020-2021 Reopening Plan – Community and Communicate Results – June 2020 <ul style="list-style-type: none"> • CBSD Family Survey Results District Website Link • CBSD Family Survey Results Presentation 	<ul style="list-style-type: none"> • Parents /Caregivers 	<ul style="list-style-type: none"> • John Kopicki – Superintendent • Angela Linch – CBSD Communications Director 	<ul style="list-style-type: none"> • CBSD Website, Board Meeting, Facebook, Twitter, Email/Text Blasts, Building Websites, Newsletters 	6/12/20	6/23/20
2020-2021 Reopening Plan – Community and Communicate	<ul style="list-style-type: none"> • Parents /Caregivers 	<ul style="list-style-type: none"> • John Kopicki – Superintendent • Angela Linch – CBSD Communications Director 	<ul style="list-style-type: none"> • CBSD Website, Board Meeting, Facebook, Twitter, Email/Text Blasts, Building Websites, Newsletters 	7/6/20	7/13/20
2020 Reopening Plan – Survey Staff and Communicate Results	<ul style="list-style-type: none"> • CBSD Professional & Support Staff 	<ul style="list-style-type: none"> • CBSD Cabinet Members 	<ul style="list-style-type: none"> • CBSD Intranet, Email, Staff Development 	6/17/20	8/25/20
Athletic Health & Safety Plan <ul style="list-style-type: none"> • CBSD Athletic Health & Safety Plan District Website Link • CBSD Athletic Health & Safety Plan Document 	<ul style="list-style-type: none"> • All Stakeholders 	<ul style="list-style-type: none"> • Danielle Turner – CBSD Athletic Supervisor 	<ul style="list-style-type: none"> • CBSD Website, Board Meeting, Facebook, Twitter, Email, Principal Newsletters 	6/23/20	Ongoing

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Food Assistance Programs <ul style="list-style-type: none"> CBSD Food Assistance District Website Link 	<ul style="list-style-type: none"> Parents/Caregivers 	<ul style="list-style-type: none"> Brian Loftus – Business Administrator Amanda Wood, Aramark Manager Building Administration 	<ul style="list-style-type: none"> CBSD Website, Board Meeting, Facebook, Twitter, Email, Principal Newsletters 	4/1/20	Ongoing
Families with Communication Needs Ensuring Families Have Access to Communication <ul style="list-style-type: none"> Ensuring there is a SSOT (Single Source of Truth) 	<ul style="list-style-type: none"> Parents/Caregivers 	<ul style="list-style-type: none"> Technology & Innovation Supervisor Building Administration Counselors Certified Nurse Social Worker 	<ul style="list-style-type: none"> Survey all parents/caregivers to ensure all contact information is valid. Complete online census verification form with updated information. Home visits and phone calls for individuals not responding and who haven't completed the online forms. 	8/17/20	Ongoing (due to new enrollments)
<ul style="list-style-type: none"> Reports from school and district to Bucks County Department of Health Reports from Bucks County Department of Health to school and district 	<ul style="list-style-type: none"> Bucks County Department of Health CBSD Health and Safety Coordinator 	<ul style="list-style-type: none"> Dr. Damsker – Bucks County Health Director Supervisor of Student Services Certified Nurses 	<ul style="list-style-type: none"> Phone, Teleconference, Email 	8/17/20	Ongoing

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Mitigation Levels in Community	<ul style="list-style-type: none"> Bucks County Department of Health CBSD Health and Safety Coordinator 	<ul style="list-style-type: none"> Dr. Damsker – Bucks County Health Director Supervisor of Student Services Donna Radice – Nursing Coordinator 	<ul style="list-style-type: none"> Email Reports when applicable 	8/1/20	Ongoing
Social-Emotional Health Support and Resources	<ul style="list-style-type: none"> Students Parents/Caregivers 	<ul style="list-style-type: none"> School Counselor District Guidance Coordinator 	<ul style="list-style-type: none"> School Website Parent Council Virtual Presentation Teacher websites, Canvas, Seesaw 	8/17/20	Ongoing
Social-Emotional Health Support and Resources	<ul style="list-style-type: none"> CBSD Professional & Support Staff 	<ul style="list-style-type: none"> Andrea DiDio-Hauber – Director of Human Resources School Counselor District Guidance Coordinator 	<ul style="list-style-type: none"> Emails, CBSD Intranet 	4/1/20	Ongoing

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Students with Disabilities	<ul style="list-style-type: none"> Parents/Caregivers 	<ul style="list-style-type: none"> Allison Kuchler – Director of Special Education Site-Based Facilitator (SBF) Special Education Case Manager 	<ul style="list-style-type: none"> District – CBSD Website, Email Updates, Newsletter SBF – Online Presentation, Introduction Email Case Manager – Email, Teleconference for IEP, Other Meetings 	8/17/20	Ongoing
Responsibilities for students with Special Needs	<ul style="list-style-type: none"> CBSD Professional & Support Staff 	<ul style="list-style-type: none"> Allison Kuchler – Director of Special Education 	<ul style="list-style-type: none"> Staff Development, Department Meetings, Email 	8/17/20	Ongoing

EXTERNAL RESOURCES

- ✓ [Pennsylvania School Reopening Task Force Report](#) – June 18, 2020
- ✓ [COVID 19 Planning Considerations – Guidance for School Reentry](#) – American Academy of Pediatrics
- ✓ [Blueprint for Back to Schools](#)
- ✓ [PDE Return to School Roadmap](#)
- ✓ [CDC - Consideration for Schools](#)
- ✓ [Preliminary Guidance for Phased Reopenings](#)
- ✓ [Playbook for Reopening Schools](#)
- ✓ [CDC – COVID-19 Homepage](#)
- ✓ [Returning To School During COVID-19](#)
- ✓ [Schools are Opening World Wide Providing Model for US](#)
- ✓ [CHOP – Playbook for Reopening Schools](#)
- ✓ [Schools During the COVID 19 Pandemic](#)
- ✓ [WHO – Considerations for school-related public health measures in the context of COVID-19](#)
- ✓ [FAQ Bucks County Department of Health Reopening Guidance](#) – June 30, 2020
- ✓ [K-12 School and Childcare Pandemic Safety Plan Q&A](#)
- ✓ [K-12 Athletics Health and Safety Planning Guide](#)
- ✓ [Order of the Secretary of the PA Department of Health Requiring Universal Face Coverings](#)
- ✓ [Plastic Face Masks: Are Shields Better Than Masks](#)
- ✓ [Article: Where does the six foot guideline for social distancing come from](#)
- ✓ [Order Requiring Universal Face Coverings announced July 1, 2020](#) – July 1st, 2020
- ✓ [Schools-Decision-Tree](#)
- ✓ [Common Sense.org – SEL Activities](#)
- ✓ [Flocabulary – SEL Activities](#)
- ✓ [Second Step – SEL Activities](#)
- ✓ [CDC – Communication Resources](#)

CBSD RESOURCES

- ✓ [CBSD Preparing for 2020-2021](#)
- ✓ [Families First Coronavirus Response Act \(FFCRA\)](#)
- ✓ [CBSD Athletic Health & Safety Plan District Website Link](#)
- ✓ [CBSD Athletic Health & Safety Plan Document](#)

- ✓ <https://forms.office.com/Pages/ResponsePage.aspx?id=j0gLqp78hUGI4zhCIN8jyoGvupuOzEFApRkALVthLAtURUwxWk1DOE1BV1M5QVVHMk1PWUZVM1pKUC4u>
- ✓ [CBSD 2020-2021 School Year Parent Survey](#)

Health and Safety Plan Summary: **Central Bucks School District**

Anticipated Launch Date: **August 31, 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
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	The Facilities & Energy Management Operations Department (FEMO) is responsible for the daily cleaning and disinfection of all District buildings. Custodial staff have been trained on CDC approved guidelines. Summer cleaning inspection checklists have been developed by the FEMO Department, and all areas of a building will be inspected for completion of all assigned tasks prior to reopening. FEMO custodial staff will complete daily cleaning, sanitation, and disinfecting as outlined in the COVID-19 Job Cards. Supervisors will be responsible for enforcement of protocols/procedures to maintain staff and student safety. FEMO Facilities Specialists/Building Utility staff will conduct daily cleaning, sanitation, and disinfection as outlined in the COVID-19 Job Cards. FEMO staff have all been trained on the proper use of cleaning, sanitizing, and disinfection protocols. COVID-19 Job Cards have been distributed to all staff. Ventilation protocols will be monitored by the FEMO HVAC Mechanics to increase air circulation using the District building automation system, where possible, and Facilities Specialists/Building Utility staff will be encouraged to keep windows open when possible.

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p>The minimum three-foot distance or six-foot distance for the hybrid model, will be imposed to the greatest extent feasible.</p> <ul style="list-style-type: none"> ○ All desks will face the instructor ○ All other furniture will be removed from the classroom except for the teacher desk ○ Large group instructional spaces will be utilized when class size exceeds the maximum number of desks
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>At the elementary level, it is suggested that specials are held within homeroom class settings to reduce the use of shared space, materials, and to minimize transitioning in the hallways. The master schedule at the elementary level will also reflect lunches and recesses for grade levels limited to that grade level only to reduce the intermixing of students and staff and to promote social distancing. Additionally, minimize the amount of student tools and resources needed to reduce materials transitioning from home to school and school to home.</p>
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>At the secondary level, lunches will be grab and go at dismissal time. Students will not use lockers, locker rooms or weight rooms.</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Signage promoting social distancing will be provided in the classrooms, restrooms, hallways, sanitizing stations, cafeteria, food court, and communal spaces for both staff and students to remind individuals to limit clustering:</p>
<p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p>	<p>1 - Limit the number of students in each space 2 - Mark areas for traffic flow 3 - Other necessary distancing procedures</p>
<p>Limiting the sharing of materials among students</p>	<p>At both the elementary and secondary levels, strict traffic patterns will be enforced within the hallways to limit contact among individuals.</p>
<p>Staggering the use of communal spaces and hallways</p>	
<p>Adjusting transportation schedules and practices to create social distance between students</p>	
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	

Requirement(s)	Strategies, Policies and Procedures
<p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<p>Bell schedules may be staggered at the secondary level and strict traffic patterns will be enforced in the hallways. Visuals may include a middle divider, arrows directing traffic, and one-way hallways where possible. Congregating in common areas will also be prohibited. Restroom use between periods will be discouraged.</p> <p>Staff break rooms and communal spaces must be re-configured to allow for proper distancing.</p> <p>Outdoor spaces may be used for instructional purposes. Physical education classes may be held outdoors, weather dependent.</p> <p>Signage promoting proper hygiene should be readily visible in locations such as classrooms, restrooms, hallways, sanitizing stations, communal spaces for both staff and students, etc.</p> <p>Standard buses will allow for two students per seat, with students required to wear masks. Distancing on buses and vans providing special transportation will be evaluated on a case-by-case basis. CBSD Before/After Care will follow district guidelines and protocols</p> <p>No visitors or volunteers will be allowed to enter the school building unless considered essential. All essential visitors will be required to follow the same safety guidelines as all other school personnel.</p> <p>Virtual professional development will be provided for staff members prior to the start of the school year for students. Staff and students will be given guidelines for hygiene practices including the frequency and manner of hand sanitizing and handwashing. Staff and students, as appropriate, will be trained on the use of face coverings. Families will receive education on health rules and expectations including ways to practice safe hygiene at home and social distancing through the school website, emails, and additional communications.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>Staff and parents will be given guidelines about sign and symptoms of COVID19. It will be expected that staff and parents will self-monitor prior to arrival at school.</p> <p>Students or staff that exhibit signs or symptoms during the school day will report to the health office with a face covering. First, the student or teacher should leave the classroom immediately, put on a mask, and report to the nurse's office. The nurse should fully assess the student/teacher, including a temperature check and questions about any pre-existing conditions that may explain the symptoms. As the situation warrants, the nurse should contact a parent/guardian to arrange for transportation off-site. Parent will monitor their child/children daily for fever and/or other signs of COVID. Once in school, staff will do a quick check of students. All staff will report self-monitoring daily, this will be reported electronically and will be sent to Principal.</p> <p>Student/staff with signs of infection will be masked and isolated until arrangements are made for dismissal. The nurse will clean and sanitize the area between each student/staff member. Student returning after possible COVID will report to School Nurse prior to returning to classroom. The district will consult with the Bucks County Health Department on decisions impacting the closure of classrooms, schools, or the district.</p>

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>The district will consider developing a student-specific plan for students at high risk that facilitates their safe return to school using increased social distancing strategies, where feasible, for the student and staff. This may include providing students with a Distance Learning platform.</p> <p>Staff teaching from the school building, support staff, and students will wear a face mask or face shield. Face masks or face shields will be made available to individuals who enter the school building.</p> <p>All staff may wear clear face shields in addition to a face covering when meeting face-to-face, teaching, or interacting with others in classroom and congregate settings.</p> <p>Vulnerable individuals should be required to hand sanitize or hand wash prior to eating and the district will provide hand sanitizer in classrooms as well as encourage frequent hand washing and hand sanitizing.</p> <p>If possible, students should bring their own lunch and eat in their classrooms. If in cafeteria, students should be seated in on the same side of the table.</p> <p>The district will ensure that students are provided FAPE and continue to receive access to related services while in the school.</p> <p>The district will provide environmental (e.g. smaller class size) and classroom supports for those children who may need assistance with hygiene measures, such as some children with behavioral/developmental disorders, where feasible.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Central Bucks School District reviewed and approved the Phased School Reopening Health and Safety Plan on July 21, 2020 and approved the revised plan on August 26, 2020.

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: July 22, 2020 and reaffirmed on August 26, 2020

By:

(Signature of Board President)*

(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.