



ARP ESSER Health and Safety Plan Guidance & Template

Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:

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

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

Additional Resources

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

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

Health and Safety Plan Summary: Community Country Day School

Initial Effective Date: CCDS will utilize Phased School Reopening Health and Safety Plan (PSRHSP) Procedures for this plan which were approved by the Board on August 10th 2020

Date of Last Review: August 24th 2021

Date of Last Revision: (INSERT DATE WHEN LAST REVISED AND APPROVED BY THE GOVERNING BOARD)

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning? **Coordinator and school administration will be in constant communication with each other about updates or changes in the status of any students or staff at the school. School mask policy and COVID19 safety protocols will be enforced for everyone's safety. Students not following protocols will be subject to disciplinary measures. They will be given a warning initially. If it continues they will be sent to the refocus room until there is compliance. Guardian will be notified. The third infraction will result in guardian being called to come pick student up. At this point the team will determine if remote learning needs to take place or appropriate suspension. The School PSRHSP will continue as a guide to ensure the safety of all students and staff in the building. Coordinator and Administration will look for updates from Local Health Department, PA Department of Health and CDC. When exposures occur school will utilize its phased approach and for safety may adopt a modified or remote learning schedule only when it is absolutely necessary.**
2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services? **If needed based on exposures CCDS will utilize its remote learning plan used in the 2020-2021 academic school year where students were provided with laptop and mobile hot spots (limited #) and the use of Google classroom for live instruction and academic monitoring.**

CCDS will utilize support staff to drop off and pick up academic packet materials to engage and check in on students.

School personnel will do check-in and remote sessions with PHP / Social Rehabilitation Students. These staff will also be utilized as supports as needed for non PHP students for monitoring and referrals for students in need in collaboration with the school administration.

Finally, CCDS will provide breakfast and lunch bags to cover out of school days related to COVID-19 closures or modified schedules. Breakfast and lunch

will be delivered in accordance with federal nutrition guidelines by CCDS staff on a scheduled basis until students return to school.

Administration and Coordinator will do check-in's with CCDS staff members through individual meets, scheduled staff meetings and be available to staff member through email and phone calls or in person meetings as needed to support staff needs.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

| ARP ESSER Requirement | Strategies, Policies, and Procedures |
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| <p>a. Universal and correct wearing of <u>masks</u>;</p> | <p>CCDS will require masking for all individual entering or in the school building (teachers, staff, students, parents, other guests and vendors regardless of vaccination status (Also a recommendation of the American Academy of Pediatrics). CCDS will follow CDC and local health department guidance erring on the side of caution following the most restrictive measures to ensure safety of students and staff.</p> <p>***(UPDATE) EFFECTIVE AUGUST 23rd, 2021</p> <p>UNIVERSAL MASK MANDATE by order of ERIE COUNTY HEALTH DEPARTMENT –</p> <p>UNIVERSAL MASK MANDATE FOR ALL PUBLIC AND PRIVATE SCHOOLS PRESCHOOL THRU HIGH SCHOOL- Requires Masking for all students, staff, teachers, guests and vendors in or entering the school building regardless of vaccination status.</p> |
| <p>b. Modifying facilities to allow for <u>physical distancing</u> (e.g., use of cohorts/podding);</p> | <p>Students will be kept in their classroom utilizing a podding model to ensure and reduce possible exposure or transmission. Students will be wearing masks while in the classroom and will have their desks 3 feet apart using the latest guide from the CDC in Spring of</p> |

| ARP ESSER Requirement | Strategies, Policies, and Procedures |
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| | <p>2021. Students will remain in their classroom and teachers for different subjects will come to them to reduce movement in the hallways and reduce student exposures to multiple rooms.</p> |
| <p>c. <u>Handwashing and respiratory etiquette;</u></p> | <p>Hand sanitizer stations have been set up in high traffic areas (main entry way, library, gymnasium and 2 in the cafeteria) Additionally, each room will have hand sanitizer available for use.</p> <p>Regularly scheduled restroom / hygiene breaks will be built into the student schedule in addition to a reduced independent use times (allowing only one student out of the room at a time). Students will be encouraged to wash hands with soap and water for at least 20 seconds between locations/ during transitions and before and after meals. This will also occur upon arrival to school and prior to breakfast and lunch.</p> <p>Students who need to blow their nose or use a tissue will be excused to the restroom or will step out into the hallway away from their classmates.</p> |
| <p>d. <u>Cleaning and maintaining healthy facilities, including improving ventilation;</u></p> | <p>Staff will utilize guideline recommendations from Local Health Department, PA Department of Health and CDC. Deep cleaning of the school will take place before the start of the 2021-2022 School year. All surfaces will be adequately cleaned within an hour of student arrivals and will be cleaned after use focusing on high touch areas that will be cleaned on an hourly basis by designated staff with confirmation of cleaning occurring on a tracking / check off sheet.</p> <p>Cleaning will take place with all staff being available and properly trained to provide adequate cleaning and disinfecting procedures and safety. Utilization of social distancing and proper</p> |

| ARP ESSER Requirement | Strategies, Policies, and Procedures |
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| | <p>PPE during cleaning and disinfecting will be used to ensure safety.</p> <p>Any areas where a potentially exposure student or staff member may have been will be closed for a deep cleaning before staff and students are allowed to return to the area.</p> <p>CCDS installed of June of 2021 a new HVAC system in its Gymnasium area to continue to improve air quality in the school.</p> <p>The school will coordinate with their HVAC and Maintenance Organizations to ensure that frequent inspection, cleaning and replacement of filters on equipment takes place to ensure safety. The school will also utilize where feasible and not causing a safety risk having windows open to allow for the circulation of fresh air into the building. The school will also allow for additional flow of fresh air by opening the east and west doors to the completely enclosed courtyard area to introduce fresh air into the building.</p> <p>Two air purification systems were put into the lunch room and office area in the Spring of 2021. Additional units will be acquired as COVID funds become available.</p> |
| <p>e. <u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;</p> | <p>CCDS Administration and Coordinator will work in collaboration with the local health department to identify, isolate/quarantine and contact trace any potential COVID19 positives/ exposures. Students or Staff members whom may be ill will be removed from the building and CCDS will assess possible exposures by other students and or staff members.</p> |
| <p>f. <u>Diagnostic</u> and screening testing;</p> | <p>Upon arrival at school students and staff will have their temperatures taken before entering the building at CCDS (This will occur by a walk thru touchless temperature/metal detector). Any abnormal or unreadable student</p> |

| ARP ESSER Requirement | Strategies, Policies, and Procedures |
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| | <p>temperatures will be double checked with a hand held forehead thermal scan device.</p> <p>Classroom teachers and other school staff will do check-ins with students to monitor for COVID-19 symptoms. Coordinator and other administration will do check-in and daily monitoring of staff. Students and or Staff whom have a temperature and symptoms will be removed from the classroom.</p> <p>Staff will leave the building if they can do so on their own and will be instructed to contact their PCP.</p> <p>Students be taken to the COVID room where they will remain away from other students and monitored by a staff member until a parent or guardian can come pick them up.</p> <p>Students will be required to be seen by their PCP or another health care professional before their return. In the instance that a COVID 19 Test is ordered students and staff member will remain away from school until results are received and faxed or emailed to the school by the health care provider.</p> <p>School staff will talk to families and utilize a school symptom screening tool as recommended by the Department of Education, CDC and Local Health Department.</p> <p>Parents/Guardians will be encouraged/ required to keep sick students home.</p> |
| <p>g. Efforts to provide <u>vaccinations to school communities</u>;</p> | <p>CCDS will and continues to collaborate with local Health Department and other Health Care providers to obtain and share the latest update to date Vaccination information related to ages eligible and availability of the COVID-19 vaccination. Additionally, CCDS will also provide school families information on flu shot availability. (Coordination with local chain</p> |

| ARP ESSER Requirement | Strategies, Policies, and Procedures |
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| | pharmacies or community centers located in student neighborhoods). |
| h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and | CCDS will provide accommodations as needed to meet Special Education and other needs. CCDS will follow accommodations in IEP and 504 plans. Students in high risk categories will be accommodated on a case by case situation. Individuals who are unable to utilize masks for example will be able to use face shields. Students with compromised immune systems CCDS staff will collaborate with them to ensure their safety. |
| i. Coordination with state and local health officials. | CCDS as part of the development of their Phased School Reopening Health and Safety Plan has been in coordination with The local Health Department related to the latest mitigation and safety procedures related to the spread of COVID19. Coordinator will regularly check for updates from state and local department of health websites. Additionally, CCDS collaborated with a Local Health Department (Erie County Health Department) employee in the development of the Phased School Reopening Health and Safety Plan. |

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Community Country Day School reviewed and approved the Health and Safety Plan on August 25th, 2021.

The plan was approved by a vote of:

Yes

No

Affirmed on: (INSERT DATE: MONTH, DAY, YEAR) *August 25, 2021*

By:

Thomas A. Pendleton

(Signature* of Board President)

Thomas A. Pendleton

(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.