



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.

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

Health and Safety Plan: (Gettysburg Montessori Charter School)

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

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

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

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

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):** Individuals will play a role in drafting the plan and within-year decision making regarding response efforts in the event of a confirmed positive case.

Individuals	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Faye Pleso or designee	Administration	Both
Adrian Kavanaugh	School Health Services	Both
Christine Kirkpatrick	Administration	Both
Rebeka Black	Special Education	Both
Loren Householder	Teacher/Faculty	Both
Christine Felicetti	Student and Families	Both
Leigh Miller	Support Staff	Both

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.

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)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	<ul style="list-style-type: none"> • Verify cleaning staff procedures meet CDC guidelines • Inform and train school staff • Inform school families 	<ul style="list-style-type: none"> • Verify cleaning staff procedures meet CDC guidelines • Inform and train school staff • Inform school families 	Faye Pleso (CEO/Principal) or Chris Kirkpatrick	Training videos	Yes
Other cleaning, sanitizing, disinfecting, and ventilation practices					

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?

<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<ul style="list-style-type: none"> • Signs with health and safety reminders will be posted in highly visible locations. 	<ul style="list-style-type: none"> • Signs with health and safety reminders will be posted in highly visible locations. 	<p>Chris Kirkpatrick</p>	<p>signs</p>	<p>N</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Visitor/volunteers must be pre-approved by the CEO/Principal before visiting the classroom.</p>	<p>Visitor/volunteers must be pre-approved by the CEO/Principal before visiting the classroom.</p>	<p>Rebecca Yurkanin and Teachers</p>	<p>N/A</p>	<p>N</p>
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<ul style="list-style-type: none"> • Adjust the physical education curriculum to promote the use of activities that allow for social distancing. • Provide recess games and activities that promote social distancing. 	<ul style="list-style-type: none"> • Adjust the physical education curriculum to promote the use of activities that allow for social distancing • Provide recess games and activities that promote social distancing. 	<p>Aides PE Teacher</p>	<p>Support of physical educator</p>	<p>N</p>
<p>Limiting the sharing of materials among students</p>	<ul style="list-style-type: none"> • Students supply lists will be shared with families. • Students will maintain a container for individual supplies. 	<ul style="list-style-type: none"> • Students supply lists will be shared with families. • Students will maintain a container for individual supplies. 	<p>Teachers</p>	<p>An individual supply of regularly used student school materials</p>	<p>N</p>

<p>Staggering the use of communal spaces and hallways</p>	<ul style="list-style-type: none"> ● Recess spaces will be staggered to accommodate one class at a time. ● Limiting usage of communal spaces throughout the day ● Restroom use restricted to # of students at a time. 	<ul style="list-style-type: none"> ● Recess spaces will be staggered to accommodate one class at a time. ● Limiting usage of communal spaces throughout the day ● Restroom use restricted to # of students at a time. 	<p>Faye Pleso (CEO/Principal) and Chris Kirkpatrick or designee</p>	<p>Traffic flow signs Dots 6' apart Schedules for recess and other communal spaces</p>	<p>N</p>
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<ul style="list-style-type: none"> ● Adjustment will be made on home district scheduling. 	<ul style="list-style-type: none"> ● Adjustment will be made on home district scheduling. 	<p>Districts</p>	<p>Information from home districts</p>	<p>N</p>
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<ul style="list-style-type: none"> ● Class size will be determined by CDC recommendation of distancing to maximum extent possible. ● Synchronous instruction will be utilized as needed ● Flexible scheduling will be implemented based on transportation availability 	<ul style="list-style-type: none"> ● Class size will be determined by CDC recommendation of distancing to maximum extent possible ● Synchronous instruction will be utilized as needed ● Flexible scheduling will be implemented based on transportation availability 	<p>Faye Pleso (CEO/Principal) Chris Kirkpatrick or designee</p>	<ul style="list-style-type: none"> - Web Cameras - Document Cameras - 1:1 Computers - Headphones with Microphones - Headphones or earbuds for students - Classroom Projectors - Integrated Learning platform 	<p>N</p>

Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	Cancel		Faye Pleso (CEO/Principal) or designee	NA	N
Other social distancing and safety practices	<ul style="list-style-type: none"> • Use of markings on sidewalk for parents dropping off and picking up students 	<ul style="list-style-type: none"> • Use of markings on sidewalk for parents dropping off and picking up students 	Chris Kirkpatrick	<ul style="list-style-type: none"> • markings 	N

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff member or student who are confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
 - **We will conduct health survey questionnaires and temperature checks based on current conditions.**
- 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)?
 - **Yellow Phase**
 - **An adult from each student's family will complete a symptom checker either online or in person.**
 - **Designated staff will daily conduct temperature checks and indicate by marking either 'normal or RN referred' at the beginning of each day.**

- **Green Phase**
 - **Before the first day of school, an adult from each student's family will complete an exposure/health status survey, their signature affirms the student is able to attend school.**
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19? If a child becomes symptomatic during the day the waiting in the quarantine room.
 - **When a student or school community member becomes ill or has positive test results, they shall be excluded from school. They may participate in remote learning or work programs to mitigate/limit academic disruption.**
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
 - **School Nurse or designee.**
- What conditions will a staff or student who has confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to return? **The nurse follows the current process flow of CDC and PA DOH.**
 - **Return to school will follow CDC strategy, quarantine/isolation time . **To the extent possible, staff will be offered remote work opportunities**
- How will you determine which students are willing/able to return? Follow the Process Flow. How will you accommodate students who are unable or uncomfortable to return?
 - **GMCS conducted a family survey. We will offer distant learning either 'in-print' or 'on-line' technology via Chromebooks. Staff and Family will discuss and communicate learning environment choice. Changes of the academic learning environment require consult and approval of CEO/Principal and Teacher.**
- 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 the event that GMCS receives notification of illness or exposure by a member of the school community, the School Nurse will coordinate with local DOH officials. Once a course of action has been identified the CEO/Principal or Nurse shall communicate the plan to staff, GMCS families and students.**
- 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 health monitoring be measured as a result of the training?
 - **All Staff who monitor student arrival will attend In-Service training with return demonstration for thermometer use and result / survey documentation.**

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)
* Monitoring students and staff for symptoms and history of exposure	<ul style="list-style-type: none"> • Pre-entry temperature checks for students, staff and visitors daily. • This information will be documented daily. • Students and staff will be required to submit a daily health questionnaire. 	<ul style="list-style-type: none"> • Remote or in-person completion of one-time waiver prior to first day of school 	School Nurse	No-touch thermometers x 4 Extra Batteries Health Survey/Consent form	Y
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	<ul style="list-style-type: none"> • Wear PPE mask /face shield • Use quarantine room 	<ul style="list-style-type: none"> • Wear PPE mask / face shield • Use designated interior isolation area 	School Nurse	Tent 8'x 8' Outdoor heater Extension Cords	N
* Returning isolated or quarantined staff, students, or visitors to school	<ul style="list-style-type: none"> • Utilize time and test-based strategy per CDC. • May return in accordance to CDC DOH regulations. • Refer to CDC flowchart. 	<ul style="list-style-type: none"> • Utilize time and test-based strategy per CDC. May return in accordance to CDC DOH regulations. • 	School Nurse	NA	N

<p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<ul style="list-style-type: none"> • Prior to school opening, statement of Pandemic Health and Safety Plan, statement on the impact FERPA and HIPAA has on communication – effort to maintain confidentiality notice will not include: personal identifiers such as age, grade, class, gender or school position • 	<ul style="list-style-type: none"> • Prior to school opening, statement of Pandemic Health and Safety Plan, statement on the impact FERPA and HIPAA has on communication – effort to maintain confidentiality notice will not include: personal identifiers such as age, grade, class, gender or school position • 	<p>Faye Pleso (CEO/Principal) Nurse or designee</p>	<p>NA</p>	<p>N</p>
<p>Other monitoring and screening practices</p>					

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as support for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?

- **GMCS will monitor and follow CDC recommendations for face coverings. Students and staff will wear cloth masks or bandannas. Face shields may be used in conjunction or in-place of cloth masks if they fit below the chin and do not have an opening on the forehead.**

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

- **High risk students and staff will be encouraged to use both cloth masks and face shields.**
- **Parents/guardians will ask PCP to send recommendations for student safety to School Nurse.**
- **School Nurse will create and maintain IHP as needed.**
- **GMCS teachers, parent/guardian, and School Nurse will consider distance learning in lieu of face to face instruction.**

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

- **Substitute teachers will participate in on-line training of Health & Safety Plan and all relevant PD.**

How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as support for social emotional wellness at school and at home?

- **Instructional and non-instructional staff will continue in their roles and other duties according to the Health and Safety Plan whether face-to-face instruction or by asynchronous learning. The school counselor will continue to offer emotional support using multiple strategies.**

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>	<ul style="list-style-type: none"> High risk students and staff will be encouraged to use both cloth masks and face shields Social distancing Utilize distant learning technology option for high risk students and staff 	<ul style="list-style-type: none"> High risk students and staff will be encouraged to use both cloth masks and face shields Social distancing Utilize distant learning technology option for high risk students and staff 	All Employees	NA	N
<p>* Use of face coverings (masks or face shields) by all staff</p>	<ul style="list-style-type: none"> GMCS will monitor and follow CDC recommendations for face coverings. Students and staff will wear cloth masks or bandannas. Face shields may be used in conjunction or in-place of cloth masks. 	<ul style="list-style-type: none"> GMCS will monitor and follow CDC recommendations for face coverings. Students and staff will wear cloth masks or bandannas. Face shields may be used in conjunction or in-place of cloth masks. 	All Employees	Supplemental Masks Face Shields Daily disinfect /clean dedicated area & supplies	N

<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<ul style="list-style-type: none"> All students are required to wear a facial covering except when eating or drinking, and when more than 6ft apart and for scheduled mask breaks. Face shields may be used in conjunction or in place of cloth masks. 	<ul style="list-style-type: none"> GMCS will monitor and follow CDC recommendations for face coverings. Students and staff will wear cloth masks or bandannas. Face shields may be used in conjunction or in place of cloth masks 	NA	NA	N
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<ul style="list-style-type: none"> Parents/guardians will ask PCP to send recommendations for student safety to School Nurse. School Nurse will create and maintain IHP as needed. 	<ul style="list-style-type: none"> Parents/guardians will ask PCP to send recommendations for student safety to School Nurse. School Nurse will create and maintain IHP as needed. 	School Nurse	NA	N
<p>Strategic deployment of staff</p>	<ul style="list-style-type: none"> In order to offer quality learning opportunities for all students, staff will be deployed based on personal health and safety needs. 	<ul style="list-style-type: none"> In order to offer quality learning opportunities for all students, staff will be deployed based on personal health and safety needs. 	Faye Pleso (CEO/Principal) or designee	NA	N

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
Cleaning, sanitizing, disinfecting, and ventilating learning spaces, and surfaces.	Teachers and staff	Cleaning Head Supervisor	In-person and on-line formats	<ul style="list-style-type: none"> ● Computers and projector ● Access to learning platform 	August 10, 2020	August 15, 2020
Monitoring students and staff for symptoms and history of exposure	Teachers and staff	Nurse	In-person and on-line formats	<ul style="list-style-type: none"> ● Computers and projector ● Access to learning platform ● No touch thermometers 	Done via Health and Safety Plan	
Synchronous instruction	Teachers and staff	Chris Kirkpatrick	In-person and on-line formats	<ul style="list-style-type: none"> ● Computers and projector ● Access to learning platform 	August 10, 2020	August 15, 2020

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
Health and Safety Plan Dissemination	All Stakeholders	Faye Pleso (CEO/Principal) or designee	Website	Upon Approval	N/A
Health and Safety Plan Expectations and Training	Staff	Faye Pleso (CEO/Principal) Chris Kirkpatrick or designee	In Person and Online	August 10, 2020	August 15, 2020
Health and Safety Plan Expectations and Training	Students	Teachers	In Classroom/Online	August 18, 2020	August 22, 2020
Health and Safety Plan Expectations	Families	Faye Pleso (CEO/Principal) or designee	Online Access	August 10, 2020	N/A
Changes and Updates	All Stakeholders	Faye Pleso (CEO/Principal) or designee	One or more of the following ways: <ul style="list-style-type: none"> ● FACTS communication ● Email communication ● Facebook communication ● Website communication ● Personal phone call ● Paper documentation through US Mail 	As Needed	As Needed

Health and Safety Plan Summary: (Gettysburg Montessori Charter School)

Anticipated Launch Date: (July 1, 2020)

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

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p>* 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>Cleaning, sanitizing, disinfecting, and ventilation routines will continue to be in place. Cleaning staff will sanitize high-touch areas throughout the day in addition to their daily routine.</p>

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>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as</p> <p style="text-align: center;">classrooms</p> <p>*Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>All students' desks/tables will be separated to the maximum extent feasible. Desks will have sneeze guards. All classrooms will designate an area for sanitizing/disinfecting shared materials.</p> <p>Breakfast will be served in the classrooms and lunches will be served in the multi purpose room with students separated by shields or spread out for safety.</p> <p>Teachers have established routines for hygiene practices.</p>

*** Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs**

*** Handling sporting activities consistent with the [CDC Considerations for Youth Sports](#) for recess and physical education classes.**

Limiting the sharing of materials among students

Staggering the use of communal spaces and hallways

Adjusting transportation schedules and practices to create social distance between students

Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students

Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars

Other social distancing and safety practices

Signage will be posted throughout the school indicating everyday protective measures and means to stop the spread of germs.

Sporting activities will be consistent with CDC guidelines with regards to recess and physical education classes.

Sharing of materials will be limited in use. When sharing is necessary for the learning process, materials will be cleaned and sanitized after each student usage.

Communal spaces and hallways will employ limited use, directional traffic patterns, and adult supervision to assist with CDC recommendations.

Interactions between groups and classroom capacity will be limited according to CDC recommendations.

There will not be any After School program this year.

Within the classroom: All student personal belongings will be stored in separate airtight containers; all tables/desks will be sanitized before and after lunch.

Building-wide: Hand sanitizing station available before entering the building, visitors will be asked to use one pen from the "clean" holder and place it in another container ("dirty") to be sanitized, visitors/volunteers wishing to visit a classroom must obtain pre-approval and agree to complete any needed health screenings along with following CDC recommendations.

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>Students and staff will be required to undergo a pre-entry temperature check upon arrival. This information will be documented daily.</p> <p>Refer to flowchart.</p> <p>Refer to flowchart.</p> <p>Staff, families, and the public will be notified in one or more of the following ways regarding school closures and within-school-year changes in safety protocols:</p> <ul style="list-style-type: none"> ● FACTS communication ● Email communication ● Facebook communication ● Website communication ● Personal phone call ● Paper documentation through US Mail

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>High-risk students and staff will be encouraged to use both facemasks and face shields in addition to employing social distancing measures. High-risk students and staff may opt to utilize distant learning, or remote technology options.</p> <p>All staff will use face coverings (masks or face shields that meet the requirement of fitting below the chin with no gaps on the forehead.)</p> <p>Older students will follow guest procedures (no older students enrolled at this time)</p> <p>Parents/guardians of students with complex needs or other vulnerable individuals will be asked to provide School Nurse with PCP recommendations for safety. School Nurse will create and maintain IHP as needed.</p> <p>Strategic deployment of staff will occur based on personal health and safety needs.</p>

Daily Symptom Checker

Stay home if Staff or the Student has:

ONE or more of Group A **OR** TWO or more of Group B

Group A

1 or more symptoms / situations

- Fever of 100.4 or higher without fever reducing medication
- Cough
- Shortness of breath
- Difficulty breathing
- New Olfactory disorder (sense of smell)
- New taste disorder
- Traveled to any country or state listed as high risk due to COVID-19 infection rates?
(complete list available at <https://www.health.pa.gov/topics/disease/coronavirus/Pages/Travelers.aspx>)
- Resides with anyone who has traveled to any country or state listed as high risk due to COVID-19 infection rates?
- Resides with someone who has tested for COVID within the last 14 days?
- Has personally been tested for COVID-19 within last 14 days?

Group B

2 or more symptoms

- Fever of 100.4 or lower or feels feverish
- Chills
- Rigors (a sudden feeling of cold with rise in temperature, usually before a fever, and sometimes includes sweating)
- Myalgia (Muscle pain)
- Headache
- Sore throat
- Nausea or vomiting
- Diarrhea
- Fatigue
- Congestion or runny nose

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Gettysburg Montessori Charter School reviews and approved Phased School reopening Health and Safety Plan on June 25, 2020.

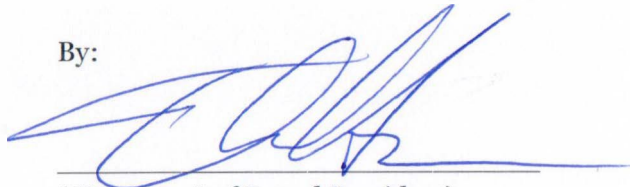
The plan was approved by a vote of:

Yes

No

Affirmed on: June 25, 2020

By:



(Signature* of Board President)

T/bm{AJ //oJea11Jmd/:

(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.**