



YBEC Phased School Reopening Health and Safety Plan

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.

REVISED 10/9/20

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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: **Yellow Breeches Educational Center**

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

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

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

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

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on your county's current designation and local community needs, which type of reopening has your school entity selected?

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

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

Virtual start - 8/31/20

In-person hybrid start (outdoors) - 9/14/20

In-person (indoors) hybrid start - 10/26/20

In person (indoors) full-time start - 11/16/20

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.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Paul Sokolofsky	Administrators	Pandemic Coordinator
Mark Staszko Sr.	Administrators	Both (Plan Development and Response Team)
Mark Staszko Jr.	Support staff	Both (Plan Development and Response Team)
Kevin Oakes	Teachers	Both (Plan Development and Response Team)
Colleen McHugh	Other partners	Both (Plan Development and Response Team)

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

All buildings will be cleaned and sanitized after each use. Ample cleaning supplies have been purchased and additional shipments are scheduled. All staff will be trained in cleaning protocols, supervisors will ensure cleaning procedures are being followed.

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)	All buildings will be professionally cleaned prior to opening to staff and students. Ample cleaning supplies will be purchased over the summer months, with additional shipments in place throughout the school year. While students and staff are in session; all spaces will be cleaned and sanitized after use or on an hourly basis. When able, windows will be left open to provide airflow throughout the hallways and classrooms and fans will be utilized to maximize airflow in the classroom. All occupied areas will be cleaned and sanitized using CDC approved practices; including classrooms, offices, and communal surfaces. Bathrooms will be cleaned	All buildings will be professionally cleaned prior to opening to staff and students. Ample cleaning supplies will be purchased over the summer months, with additional shipments in place throughout the school year. While students and staff are in session; all spaces will be cleaned and sanitized after use or on an hourly basis. When able, windows will be left open to provide airflow throughout the hallways and classrooms and fans will be utilized to maximize airflow in the classroom. All occupied areas will be cleaned and sanitized using CDC approved practices; including classrooms, offices, and communal surfaces. Bathrooms will be cleaned	Paul Sokolofsky Pandemic Coordinator	Cleaning supplies needed All stakeholders participating in cleaning protocols	Y

	<p>after each use. All staff members; including teachers, administrators and van drivers will be trained on protocols prior to students' return. During staff inservice training before the academic calendar begins all staff will learn and practice necessary protocol. Supervisors will ensure teachers are able to properly clean their classrooms and drivers can properly clean their vans prior to students starting.</p> <p>All vehicles will be sanitized after each use.</p>	<p>after each use. All staff members; including teachers, administrators and van drivers will be trained on protocols prior to students' return. During staff inservice training before the academic calendar begins all staff will learn and practice necessary protocol. Supervisors will ensure teachers are able to properly clean their classrooms and drivers can properly clean their vans prior to students starting.</p> <p>All vehicles will be sanitized after each use.</p>			
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Any adventure equipment utilized will be cleaned and sanitized following CDC guidelines after each use.</p>	<p>Any adventure equipment utilized will be cleaned and sanitized following CDC guidelines after each use.</p>			

Social Distancing and Other Safety Protocols

Key Questions

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

- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Outdoor classrooms and spaces will be utilized when possible. When indoors, classrooms will be arranged to ensure maximum distance between students and staff. Fans will be utilized and, when possible, doors and windows will be opened to maximize airflow. Students will learn and utilize proper hygiene often and after bathroom, meals, or touching faces/high touch surfaces. Staff and students entering the building will answer health survey questions and be monitored for symptoms. All non-essential visitors will not be permitted. Students will be given their own devices, worksheets or workbooks to limit sharing of materials. Communal spaces such as water fountains, bathrooms, and hallways will only have one student at a time. A clear barrier will be placed between the driver and the student(s). Student(s) and drivers will be required to wear masks at all times. When appropriate, windows and ventilation will be utilized.

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>Classrooms will be arranged to keep maximum distance between students and staff at all times. Outdoor classrooms will be utilized as much as possible. Indoor classrooms will utilize fans will be used and, when possible, doors and windows will be opened to maximize airflow. Students and staff will utilize the largest classrooms with the optimal airflow available to them.</p>	<p>Classrooms will be arranged to keep maximum distance between students and staff at all times. Outdoor classrooms will be utilized as much as possible. Indoor classrooms will utilize fans will be used and, when possible, doors and windows will be opened to maximize airflow. Students and staff will utilize the largest classrooms with the optimal airflow available to them.</p>	<p>Paul Sokolofsky Pandemic Coordinator</p>	<p>Cleaning supplies, two-way radios, additional books, workbooks, computers</p>	<p>Y</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Students will sit in assigned seats in the lunchroom. When eating students will be seated a minimum of 6' apart. No more than one student will utilize the bathroom at a time. All students in the hallways will be required to walk in a single file line while in the hallway.</p>	<p>Students will sit in assigned seats in the lunchroom. When eating students will be seated a minimum of 6' apart. No more than one student will utilize the bathroom at a time. All students in the hallways will be required to walk in a single file line while in the hallway.</p>	<p>Paul Sokolofsky Pandemic Coordinator</p>	<p>Cleaning supplies, two-way radios, additional books, workbooks, computers</p>	<p>Y</p>

<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Hand Washing/sanitizing after bathrooms, before and after lunch, after touching face, etc. will be required by all staff and students. Students will learn about proper hygiene techniques upon returning to school.</p>	<p>Hand Washing/sanitizing after bathrooms, before and after lunch, after touching face, etc. will be required by all staff and students. Students will learn about proper hygiene techniques upon returning to school.</p>	<p>Paul Sokolofsky Pandemic Coordinator</p>	<p>Cleaning supplies, instructional videos, in-person demonstrations, workbooks, sanitizing stations</p>	<p>Y</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Signs will be posted in classrooms, bathrooms, hallways and other highly visible areas.</p>	<p>Signs will be posted in classrooms, bathrooms, hallways and other highly visible areas.</p>	<p>Paul Sokolofsky Pandemic Coordinator</p>	<p>Posters, tape, tacs</p>	<p>Y</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Non-essential visitors will not be permitted. Only visitors with scheduled appointments will be allowed to enter the building. All visitors will be required to wear a mask at all times. When possible, all visitors will be confined to the entrance and main office area. Upon leaving the building, areas utilized will be sanitized.</p>	<p>Non-essential visitors will not be permitted. Only visitors with scheduled appointments will be allowed to enter the building. All visitors will be required to wear a mask at all times. When possible, all visitors will be confined to the entrance and main office area. Upon leaving the building, areas utilized will be sanitized.</p>	<p>Paul Sokolofsky Pandemic Coordinator</p>	<p>Sign-in sheet, shared meeting schedules with front desk staff</p>	<p>Y</p>
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>Recess will be held outside whenever possible to ensure maximum distance and safety between students. Equipment will be cleaned prior to and after use. YBEC does not offer youth sports</p>	<p>Recess will be held outside whenever possible to ensure maximum distance and safety between students. Equipment will be cleaned prior to and after use. YBEC does not offer youth sports</p>	<p>Paul Sokolofsky Pandemic Coordinator</p>	<p>Cleaning supplies</p>	<p>Y</p>

Limiting the sharing of materials among students	Students will be given their own devices, worksheets or workbooks to limit sharing of materials.	Students will be given their own devices, worksheets or workbooks to limit sharing of materials.	Paul Sokolofsky Pandemic Coordinator	Additional technology devices and classroom manipulatives	Y
Staggering the use of communal spaces and hallways	Communal spaces such as water fountains, bathrooms, and hallways will only have one student at a time; staff will utilize personal radios to ensure this is followed through.	Communal spaces such as water fountains, bathrooms, and hallways will only have one student at a time; staff will utilize personal radios to ensure this is followed through.	Paul Sokolofsky Pandemic Coordinator	Two-way radios, shared calendars with sign-up options for communal areas	Y
Adjusting transportation schedules and practices to create social distance between students	Creating alternative van routes to minimize the number of students per van run. A clear barrier will be placed between the driver and the student(s). Student(s) and driver will be required to wear masks at all times. When appropriate, windows and ventilation will be utilized.	Creating alternative van routes to minimize the number of students per van run. A clear barrier will be placed between the driver and the student(s). Student(s) and driver will be required to wear masks at all times. When appropriate, windows and ventilation will be utilized.	Mark Staszko Jr. H/S Plan Development team member	Cleaning supplies, additional disposable PPE, install dividers in vehicles	Y
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	A ratio of 6:1 will be maintained in classrooms at all times. Students will begin their day with their homeroom and rotate classes with the same group members all day. Class rotation will happen in a structured way, ensuring that no two classes cross in the hallway at the same time. Students will sit in assigned seats in every classroom.	A ratio of 6:1 will be maintained in classrooms at all times. Students will begin their day with their homeroom and rotate classes with the same group members all day. Class rotation will happen in a structured way, ensuring that no two classes cross in the hallway at the same time. Students will sit in assigned seats in every classroom.	Paul Sokolofsky Pandemic Coordinator	Cleaning supplies, two-way radios, additional books, workbooks, computers	Y
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	Accommodations for transportation pick-up/drop off times and locations will be considered to help facilitate childcare. Sibling schedules will be taken into consideration.	Accommodations for transportation pick-up/drop off times and locations will be considered to help facilitate childcare. Sibling schedules will be taken into consideration.	Mark Staszko Jr. H/S Plan Development team member	Additional vans	

<p>Other social distancing and safety practices</p>	<p>During the search process and when engaging an emotionally escalated student staff are required to wear a face shield and masks.</p> <p>Mask Order - 8/17/20</p>	<p>During the search process and when engaging an emotionally escalated student staff are required to wear a face shield and masks.</p> <p>Mask Order - 8/17/20</p>	<p>Paul Sokolofsky Pandemic Coordinator</p>	<p>Face shields and masks</p>	
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Monitoring Student and Staff Health

Key Questions

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

Summary of Responses to Key Questions:

All students entering the school building will be required to get their temperature checked and answer a few health-related questions prior getting on the van or reporting to a building.. [Public Health Guidance Questions](#). Anyone who appears to have signs or symptoms at any point after entering the van or building will be isolated, monitored, and have their temperature checked. They will be asked to leave/taken home if there is a health risk to others. YBEC will follow CDC return to school guidelines. [Responding to COVID](#).

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	All students entering the school building will be required to get their temperature checked and answer a few health-related questions prior getting on the van or reporting to a building.. Public Health Guidance Questions . Phone calls will be made to each student and family to ensure readiness to return and to ask about symptoms and exposure within the household. Families should notify staff about high risk individuals in the home at this time.	All students entering the school building will be required to get their temperature checked and answer a few health-related questions prior getting on the van or reporting to a building.. Public Health Guidance Questions . Phone calls will be made to each student and family to ensure readiness to return and to ask about symptoms and exposure within the household. Families should notify staff about high risk individuals in the home at this time.	Paul Sokolofsky Pandemic Coordinator	Health information log and computer to input data will be located at the entrance of all buildings.	Y
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	Anyone who appears to have signs or symptoms at any point after entering the van or building will be isolated, monitored, and have their temperature checked. They will be asked to leave/taken home if there is a health risk to others.	Anyone who appears to have signs or symptoms at any point after entering the van or building will be isolated, monitored, and have their temperature checked. They will be asked to leave/taken home if there is a health risk to others.	Paul Sokolofsky Pandemic Coordinator	Room to isolate the person, thermometer, health information log	Y
* Returning isolated or quarantined staff, students, or visitors to school	YBEC will follow CDC return to school guidelines. Responding to COVID	YBEC will follow CDC return to school guidelines. Responding to COVID	Mark Staszko Jr. H/S Plan Development team member	Documentation from physician, health information log	Y

Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Families will be notified by phone and/or email immediately if a student or staff are tested positive. Local LEA will be notified via email and phone call. All communication will follow Privacy and CDC guidelines.	Families will be notified by phone and/or email immediately if a student or staff are tested positive. Local LEA will be notified via email and phone call. All communication will follow Privacy and CDC guidelines.	Paul Sokolofsky Pandemic Coordinator	Information describing the closure, timelines, and protocols	Y
Other monitoring and screening practices	If staff indicate 'yes' to any of the PA health guideline questions that a supervisor follows up with that staff via phone. Once information is obtain that information is shared with the Pandemic team to decide a course of action.	If staff indicate 'yes' to any of the PA health guideline questions that a supervisor follows up with that staff via phone. Once information is obtain that information is shared with the Pandemic team to decide a course of action.	Mark Staszko Jr. H/S Plan Development team member	Phone	

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:

When tasks with limited contact with others are available, high risk staff may request to complete that alternatively to them working with students. If local LEA and YBEC agree, high risk students can complete a hybrid or fully-virtual model of learning for an agreed upon timeline. All students will be required to wear a provided face covering at all times.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
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* Protecting students and staff at higher risk for severe illness	Students and staff at high risk will have the opportunity to have temperatures checked additionally throughout the day. When tasks with limited contact with others are available, high risk staff may request to complete that alternatively to them working with students. If local LEA and YBEC agree, high risk students can complete a hybrid or fully-virtual model of learning for an agreed upon timeline.	Students and staff at high risk will have the opportunity to have temperatures checked additionally throughout the day. When tasks with limited contact with others are available, high risk staff may request to complete that alternatively to them working with students. If local LEA and YBEC agree, high risk students can complete a hybrid or fully-virtual model of learning for an agreed upon timeline.	Paul Sokolofsky Pandemic Coordinator	Cleaning supplies, additional temperature checks, LEA communication	Y
* Use of face coverings (masks or face shields) by all staff	All staff will be required to wear a face-covering at all times. In addition to face masks, face shields are required during the search process and with escalated students.	All staff will be required to wear a face-covering at all times. In addition to face masks, face shields are required during the search process and with escalated students.	Paul Sokolofsky Pandemic Coordinator	Disposable face masks as needed, training to properly wear and remove face coverings, face shields	Y
* Use of face coverings (masks or face shields) by older students (as appropriate)	All students will be required to wear a provided face covering at all times.	All students will be required to wear a provided face covering at all times.	Paul Sokolofsky Pandemic Coordinator	Disposable face masks as needed, training to properly wear and remove face coverings	Y
Unique safety protocols for students with complex needs or other vulnerable individuals	Students and staff at high risk will have the opportunity to have temperatures checked additionally throughout the day. They will have the option to wear a mask and will be provided a face shield	Students and staff at high risk will have the opportunity to have temperatures checked additionally throughout the day. They will have the option to wear a mask and will be provided a face shield.	Paul Sokolofsky Pandemic Coordinator	Face shields, training for the proper use and handling of PPE.	Y
Strategic deployment of staff	Staff will maintain constant supervision of all students at all times.	Staff will maintain constant supervision of all students at all times.	Paul Sokolofsky Pandemic Coordinator		Y

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Safety & Cleaning Protocol	All administrators and teachers	Mark Staszko Sr., Paul Sokolofsky	Lecture, demonstration	Cleaning supplies	8/17	8/28
Safety & Cleaning Protocol	All support staff and drivers	Mark Staszko Jr., Thomas Rowan	Lecture, demonstration	Cleaning supplies	8/17	8/28
Recognizing and Responding to signs and symptoms	All admin and teachers	Paul Sokolofsky, Kevin Oakes, Colleen McHugh	Lecture, demonstration	Health information log, computer	8/17	8/28
Recognizing and Responding to signs and symptoms	All support staff and drivers	Mark Staszko Jr., Thomas Rowan	Lecture, demonstration	Health information log, computer	8/17	8/28

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
Welcome Back Q&A, Exposure history and high-risk assessment	Parents and families	Paul Sokolofsky and Program Coordinators	Telephone, email, in-person	8/10	8/28
Quarterly update	Parents and families	Paul Sokolofsky and Program Coordinators	Telephone and letter	8/31	6/1

Health and Safety Plan Summary:

Anticipated Launch Date: August 10, 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)	All buildings will be professionally cleaned prior to opening to staff and students. Ample cleaning supplies will be purchased over the summer months, with additional shipments in place throughout the school year. While students and staff are in session; all spaces will be cleaned and sanitized after use. When able, windows will be left open to provide airflow throughout the hallways and classrooms. Bathrooms will be cleaned after each use. All staff members; including teachers, administrators and van drivers will be trained on protocols prior to students' return. During staff inservice training before the academic calendar begins all staff will learn and practice necessary protocol. Supervisors will ensure teachers are able to properly clean their classrooms and drivers can properly clean their vans prior to students starting.

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>Classrooms will be arranged to keep maximum distance between students and staff at all times. Outdoor classrooms will be utilized as much as possible. Indoor classrooms will utilize fans will be used and, when possible, doors and windows will be opened to maximize airflow. Students and staff will utilize the largest classrooms with the optimal airflow available to them. Students will sit in assigned seats in the lunchroom. When eating students will be seated a minimum of 6' apart. No more than one student will utilize the bathroom at a time. All students in the hallways will be required to walk in a single file line while in the hallway. Hand Washing/sanitizing after bathrooms, before and after lunch, after touching face, etc. will be required by all staff and students. Students will learn about proper hygiene techniques upon returning to school. Signs will be posted in classrooms, bathrooms, hallways and other highly visible areas. Non-essential visitors will not be permitted. Only visitors with scheduled appointments will be allowed to enter the building. All visitors will be required to wear a mask at all times. When possible, all visitors will be confined to the entrance and main office area. Upon leaving the building, areas utilized will be sanitized. Recess will be held outside whenever possible to ensure maximum distance and safety between students. Equipment will be cleaned prior to and after use. YBEC does not offer youth sports. Students will be given their own devices, worksheets or workbooks to limit sharing of materials. Communal spaces such as water fountains, bathrooms, and hallways will only have one student at a time; staff will utilize personal radios to ensure this is followed through. Creating alternative van routes to minimize the number of students per van run. A clear barrier will be placed between the driver and the student(s). Student(s) and driver will be required to wear masks at all times. When appropriate, windows and ventilation will be utilized. A ratio of 6:1 will be maintained in classrooms at all times. Students</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	
<p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p>	
<p>Limiting the sharing of materials among students</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>	

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

will begin their day with their homeroom and rotate classes with the same group members all day. Class rotation will happen in a structured way. Accommodations for transportation pick-up/drop off times and locations will be considered to help facilitate childcare. Sibling schedules will be taken into consideration. During the search process and when engaging an emotionally escalated student staff are required to wear a face shield and masks. [Mask Order](#) - 8/17/20, ensuring that no two classes cross in the hallway at the same time. Students will sit in assigned seats in every classroom.

Monitoring Student and Staff Health

Requirement(s)

*** Monitoring students and staff for symptoms and history of exposure**

*** Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure**

*** Returning isolated or quarantined staff, students, or visitors to school**

Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols

Strategies, Policies and Procedures

All students entering the school building will be required to get their temperature checked and answer a few health-related questions prior getting on the van or reporting to a building.. [Public Health Guidance Questions](#). Phone calls will be made to each student and family to ensure readiness to return and to ask about symptoms and exposure within the household. Families should notify staff about high risk individuals in the home at this time. Anyone who appears to have signs or symptoms at any point after entering the van or building will be isolated, monitored, and have their temperature checked. They will be asked to leave/taken home if there is a health risk to others. YBEC will follow CDC return to school guidelines. [Responding to COVID](#). Families will be notified by phone and/or email immediately if a student or staff are tested positive. Local LEA will be notified via email and phone call. All communication will follow Privacy and CDC guidelines. If staff indicate 'yes' to any of the PA health guideline questions that a supervisor follows up with that staff via phone. Once information is obtain that information is shared with the Pandemic team to decide a course of action.

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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>Students and staff at high risk will have the opportunity to have temperatures checked additionally throughout the day. When tasks with limited contact with others are available, high risk staff may request to complete that alternatively to them working with students. If local LEA and YBEC agree, high risk students can complete a hybrid or fully-virtual model of learning for an agreed upon timeline. All staff will be required to wear a face-covering at all times. In addition to face masks, face shields are required during the search process and with escalated students. All students will be required to wear a provided face covering at all times. Students and staff at high risk will have the opportunity to have temperatures checked additionally throughout the day. They will have the option to wear a mask and will be provided a face shield. Staff will maintain constant supervision of all students at all times.</p>