



Hamburg Area School District

Phased School Reopening Health and Safety Plan

Hamburg Area School District created this Health and Safety Plan for the 2020-2021 school year and 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. This 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 Hamburg Area School District

This Plan was approved on August 10, 2020, by Hamburg Area School District's School Board and is posted on the school district's website. This plan will be monitored throughout the implementation period and updated as needed. The updated plan will be reposted on the school district's website and reaffirmed by the Board of Directors.

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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: **Hamburg Area School District**

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

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via 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.

This plan is implemented to allow Hamburg Area School District to start the 2020-2021 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. Our county 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 HASD accounts for changing conditions 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): **August 27, 2020**

Pandemic Coordinator/Team

HASD 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, HASD has established a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. HASD has engaged representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, and families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Dr. Stanley Gravish	Director of School Safety/Security Pandemic Coordinator	Both
Dr. Richard Mextorf	Superintendent	Both
Teresa Freiwald	Chief Learning Officer	Both
Christopher Spohn	Director of Operations	Both

Kim Byassee	Director of Transportation	Both
David Shefter	Director of Food Services	Both
Aaron Menapace	Athletic Director	Both
Than Wright	Director of Technology	Both
Christopher Beissel	High School Principal	Both
Timothy Easter	Middle School Principal	Both
Dr. Lacie Cucciuffo	Tilden Elementary Principal	Both
Andrea Berger	Perry Elementary Principal	Both
Matthew Ammons	Director of Pupil Services	Both

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:

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)	<p>Facilities will follow an increase of scheduled times for cleaning, sanitizing, and disinfecting with additional staff</p> <p>Water fountains will be closed, students permitted to carry water bottles</p> <p>Bus contractors have cleaning schedule to follow each bus run</p>	<p>Facilities will follow an increase of scheduled times for cleaning, sanitizing, and disinfecting with additional staff</p> <p>Water fountains will be closed, students permitted to carry water bottles</p> <p>Bus contractors have cleaning schedule to follow each bus run</p>	<p>Director of Operations</p> <p>Director of Transportation</p>	<p>Cleaning supplies</p> <p>Appropriate PPE</p>	Y

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)
Other cleaning, sanitizing, disinfecting, and ventilation practices	<p>Scheduling additional custodians to clean, disinfect, or sanitize areas as the area becomes vacant throughout the day</p> <p>Use portable fans and/or open windows to increase ventilation when possible</p>	<p>Scheduling additional custodians to clean, disinfect, or sanitize areas as the area becomes vacant throughout the day</p> <p>Use portable fans and/or open windows to increase ventilation when possible</p>	Director of Operations	Additional Temporary Staff	Y

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:

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>Special attention to reduce class size when possible</p> <p>Stagger schedules for transition</p> <p>Schedule students to remain in groups to transition together when possible</p> <p>Carpets and excess furniture have been removed to maximize social distancing where possible. Seating assignments and arrangements are made to increase social distancing</p> <p>Limit one student leaving class at a time when possible</p> <p>Rotational activities and small group instruction will also include proper hygiene and cleanliness lessons before and after transitions</p> <p>Limit gathering and extra-curricular events</p> <p>Schedule classes in larger spaces when possible</p>	<p>Special attention to reduce class size when possible</p> <p>Stagger schedules for transition</p> <p>Schedule students to remain in groups to transition together when possible</p> <p>Carpets and excess furniture have been removed to maximize social distancing where possible. Seating assignments and arrangements are made to increase social distancing</p> <p>Limit one student leaving class at a time when possible</p> <p>Rotational activities and small group instruction will also include proper hygiene and cleanliness lessons before and after transitions</p> <p>Limit gathering and extra-curricular events</p> <p>Schedule classes in larger spaces when possible</p>	<p>Building Principal</p> <p>Director of Operations</p> <p>Classroom teachers</p> <p>Pupil Services</p>	<p>Face coverings</p> <p>Face shields</p> <p>Floor markings</p> <p>Acrylic screens</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	<p>Consider use of outdoor dining and other large spaces located near the cafeteria</p> <p>Students will be encouraged to wash hands and use hand sanitizer. Stations will be located at the start of the serving lines</p> <p>Stagger lunch times</p> <p>Procedures to reduce the number of students in the cafeteria, in the lines, and leaving the cafeteria</p> <p>Staff will be assigned to clean areas after they are vacated</p>	<p>Consider use of outdoor dining and other large spaces located near the cafeteria</p> <p>Students will be encouraged to wash hands and use hand sanitizer. Stations will be located at the start of the serving lines</p> <p>Stagger lunch times</p> <p>Procedures to reduce the number of students in the cafeteria, in the lines, and leaving the cafeteria</p> <p>Staff will be assigned to clean areas after they are vacated</p>	<p>Director of Food Services</p> <p>Director of Operations</p> <p>Principals</p>	<p>Staffing</p> <p>Cleaning supplies</p> <p>Additional tables/Chairs</p>	Y
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	<p>Establish hand washing and hand sanitizer expectations with daily lessons/reminders</p> <p>Proper use of face coverings</p> <p>Proper social distancing practices</p>	<p>Establish hand washing and hand sanitizer expectations with daily lessons/reminders</p> <p>Proper use of face coverings</p> <p>Proper social distancing practices</p>	<p>Principal</p> <p>Classroom teachers</p>	<p>Hand sanitizer.</p> <p>Floor Markings</p>	Y
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	<p>Use materials provided on the CDC website to post relevant information in highly visible areas</p> <p>Signs will also be posted on all exterior doors</p>	<p>Use materials provided on the CDC website to post relevant information in highly visible areas</p> <p>Signs will also be posted on all exterior doors</p>	<p>Principal</p> <p>Secretaries</p> <p>Nurses</p>	<p>CDC Website</p>	N

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>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Only identified essential staff will be permitted in the building.</p> <p>Visitor admission will be restricted</p>	<p>Limit nonessential visitors, volunteers, and activities.</p> <p>Limit large group activities and follow social distancing guidelines.</p> <p>All visitors complete verbal screening and Covid19 waiver using our visitor management software when installed</p>	<p>Director of Human Resources</p> <p>Superintendent</p> <p>Principal</p> <p>Director of Safety and Security</p>	<p>N/A</p>	<p>Y</p>
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>Assigned usage of playground equipment</p> <p>Recess-Follow the athletic plan levels for allowing equipment usage-beginning the year at Level 1</p> <p>See board approved HASD Athletic Plan-Reopening of sports</p> <p>Non-contact activities will be promoted</p> <p>CDC Considerations for Youth Sports</p>	<p>Staggered use of playground equipment – limited to grade level</p> <p>Recess-Follow the athletic plan levels for allowing equipment usage-beginning the year at Level 1</p> <p>See board approved HASD Athletic Plan-Reopening of sports</p> <p>Non-contact activities will be promoted</p> <p>CDC Considerations for Youth Sports</p>	<p>Principals</p> <p>Teachers</p>	<p>Equipment to promote individual activities</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the sharing of materials among students	<p>No sharing of materials between students</p> <p>Library books will be taken out of rotation for 72 hours and cleaned before returning it to the shelf</p>	<p>Equipment will be cleaned and sanitized before next group used the materials</p> <p>Limit sharing of materials between students</p> <p>Library books will be taken out of rotation for 72 hours and cleaned before returning it to the shelf</p>	<p>Principals</p> <p>Teachers</p> <p>Custodians</p>	<p>Additional materials/supplies</p>	
Staggering the use of communal spaces and hallways	<p>Stagger building schedules for transition times, including lunch</p> <p>Procedures of social distancing in the hallway, wait for others to pass, stay to the right in the hallway</p>	<p>Stagger building schedules for transition times, including lunch</p> <p>Procedures of social distancing in the hallway, wait for others to pass, stay to the right in the hallway</p>	<p>Principals</p> <p>Teachers</p>	<p>Marking Tape</p>	<p>Y</p>
Adjusting transportation schedules and practices to create social distance between students	<p>Collaborate with bus contractors</p> <p>Required wearing of masks</p> <p>Load bus from back to front</p> <p>Limitations on numbers of students per seat</p> <p>Adding 2 buses for 2020-2021 school year</p> <p>Strategically open windows and roof hatches when possible</p>	<p>Collaborate with bus contractors</p> <p>Required wearing of masks</p> <p>Load bus from back to front</p> <p>Limitations on numbers of students per seat</p> <p>Adding 2 buses for 2020-2021 school year</p> <p>Strategically open windows and roof hatches when possible</p>	<p>Director of Transportation</p> <p>Drivers</p>	<p>Drivers</p> <p>Buses</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p>Redesign classes to maintain the 6 ft. social distancing as much as possible</p> <p>Systematically evaluated each schedule to reassign teachers to keep class sizes as low as possible</p> <p>Identify cohorts where possible</p> <p>Limit mixing of groups</p> <p>No assemblies or other large group gatherings</p>	<p>Redesign classes to maintain the 6 ft. social distancing as much as possible</p> <p>Systematically evaluated each schedule to reassign teachers to keep class sizes as low as possible</p> <p>Identify cohorts where possible</p> <p>Limit mixing of groups</p> <p>No assemblies or other large group gatherings</p>	<p>Principals</p> <p>Teachers</p> <p>Custodians</p>	N/A	N
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	<p>Director of Transportation will coordinate with providers and building principals</p>	<p>Director of Transportation will coordinate with providers and building principals</p>	<p>Director of Transportation</p> <p>Principals</p> <p>Providers</p>	N/A	Updates
Other social distancing and safety practices	<p>Strategic placement of acrylic screens where effective</p> <p>Floor marking with hallway traffic patterns</p> <p>Continual reminders, updates, and sign rotation</p>	<p>Strategic placement of acrylic screens where effective</p> <p>Floor marking with hallway traffic patterns</p> <p>Continual reminders, updates, and sign rotation</p>	<p>Principals</p> <p>Teachers</p> <p>Custodians</p>	<p>Acrylic screens</p> <p>Floor marking tape</p>	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 or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- 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:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>Daily screening procedures</p> <p>Procedures for Isolation if symptoms become present during the school day</p> <p>Advise parents/staff to self-screen before entering school</p> <p>If symptoms are present, encourage to stay home https://www.healthychildren.org/English/ages-stages/gradeschool/school/Pages/When-to-Keep-Your-Child-Home-from-School.aspx</p> <p>https://www.cdc.gov/coronaviruses/2019-ncov/downloads/community/schools-childcare/COVID19-k-12-school-posters-stay-home-when-sick.pdf</p> <p>Identify those of high risk</p> <p>Monitor daily attendance rates</p>	<p>Daily screening procedures</p> <p>Procedures for Isolation if symptoms become present during the school day</p> <p>Advise parents/staff to self-screen before entering school</p> <p>If symptoms are present, encourage to stay home https://www.healthychildren.org/English/ages-stages/gradeschool/school/Pages/When-to-Keep-Your-Child-Home-from-School.aspx</p> <p>https://www.cdc.gov/coronaviruses/2019-ncov/downloads/community/schools-childcare/COVID19-k-12-school-posters-stay-home-when-sick.pdf</p> <p>Identify those of high risk</p> <p>Monitor daily attendance rates</p>	<p>Director of Pupil Services</p> <p>Director of Safety/Security</p> <p>Director of Human Resources</p> <p>Principals</p> <p>Nurses</p> <p>Teachers</p> <p>Parents</p>	<p>Screening Procedures</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Procedure for screening and sending to the nurse for isolation and transport home <u>Sick Procedures</u> Home Room Screening</p> <ol style="list-style-type: none"> 1. If symptoms are present – student waits in holding area 2. Call school nurse/ send when nurse is ready for student 3. School nurse assesses student -isolate -communicate to parent, give CDC guidelines what to do if sick, symptoms for COVID-19 -if sent home with Covid-19 symptoms notify Principal, Director of School Safety & Security (Dr Gravish) <p>https://www.cdc.gov/infectioncontrol/basics/transmission-based-precautions.html</p>	<p>Procedure for screening and sending to the nurse for isolation and transport home <u>Sick Procedures</u> Home Room Screening</p> <ol style="list-style-type: none"> 1. If symptoms are present – student waits in holding area 2. Call school nurse/ send when nurse is ready for student 3. School nurse assesses student -isolate -communicate to parent, give CDC guidelines what to do if sick, symptoms for COVID-19 -if sent home with Covid-19 symptoms notify Principal, Director of School Safety & Security (Dr Gravish) <p>https://www.cdc.gov/infectioncontrol/basics/transmission-based-precautions.html</p>	<p>Director of Pupil Services</p> <p>Director of Safety/Security</p> <p>Director of Human Resources</p> <p>Principals</p> <p>Nurses</p> <p>Teachers</p> <p>Parents</p>	<p>Isolation area</p>	<p>Y</p>

<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p><u>HASD Return to School Procedures</u> Resources: When You Can be Around Others After You Had or Likely Had Covid-19 https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html 10 Things you can do to manage your COVID-19 symptoms at home English https://www.cdc.gov/coronavirus/2019-ncov/downloads/10Things.pdf Spanish https://www.cdc.gov/coronavirus/2019-ncov/downloads/10Things-spanish.pdf COVID-19 Symptoms https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf Missed School/Work with Possible COVID-19 Symptoms</p> <ul style="list-style-type: none"> • Sent home/kept home • Inform parents of COVID-19 symptoms (refer to above document) • Follow CDC guidelines what to do if sick (refer to above document) • If symptoms subside, may return to work/school if symptom free for 24 hours, with no fever-reducing medication. Temperature < 100°F • Family Doctor instructions take precedence 	<p><u>HASD Return to School Procedures</u> Resources: When You Can be Around Others After You Had or Likely Had Covid-19 https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html 10 Things you can do to manage your COVID-19 symptoms at home English https://www.cdc.gov/coronavirus/2019-ncov/downloads/10Things.pdf Spanish https://www.cdc.gov/coronavirus/2019-ncov/downloads/10Things-spanish.pdf COVID-19 Symptoms https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf Missed School/Work with Possible COVID-19 Symptoms</p> <ul style="list-style-type: none"> • Sent home/kept home • Inform parents of COVID-19 symptoms (refer to above document) • Follow CDC guidelines what to do if sick (refer to above document) • If symptoms subside, may return to work/school if symptom free for 24 hours, with no fever-reducing medication. Temperature < 100°F • Family Doctor instructions take precedence 	<p>Director of Pupil Services Director of Safety/Security Director of Human Resources Principals Nurses Teachers Parents</p>	<p>TBD</p>	<p>Y</p>
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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> The following is a CDC link explaining how to safely return https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html <p>School Closing Decision Tree https://www.cdc.gov/coronaviruses/2019-ncov/images/school-decision-tree.png</p> <p>Procedures for Returning to School Report to school nurse for screening by appointment with parent</p>	<ul style="list-style-type: none"> The following is a CDC link explaining how to safely return https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html <p>School Closing Decision Tree https://www.cdc.gov/coronaviruses/2019-ncov/images/school-decision-tree.png</p> <p>Procedures for Returning to School Report to school nurse for screening by appointment with parent</p>			
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Superintendent will use mass communication strategies through <ul style="list-style-type: none"> Phone Email Social Media Website 	Superintendent will use mass communication strategies through <ul style="list-style-type: none"> Phone Email Social Media Website 	Superintendent or designee	N/A	N

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)
Other monitoring and screening practices	<p>Temperature checks as deemed necessary</p> <p>Individuals experiencing symptoms throughout the day will be assessed by the nurse</p> <p>HASD guidelines will be based on recommendations from CDC, PA DOH, and PDE or other relevant governmental agencies</p> <p>Other health screenings will continue as scheduled according to grade level</p>	<p>Temperature checks as deemed necessary</p> <p>Individuals experiencing symptoms throughout the day will be assessed by the nurse</p> <p>HASD guidelines will be based on recommendations from CDC, PA DOH, and PDE or other relevant governmental agencies</p> <p>Other health screenings will continue as scheduled according to grade level</p>	Nurses	Infrared Thermometers	N

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 supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

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)
* Protecting students and staff at higher risk for severe illness	<p>Cancel all non-essential travel</p> <p>Flexible schedules when appropriate</p> <p>Building wide screening procedures</p> <p>Discourage attendance awards</p>	<p>Limit non-essential travel</p> <p>Flexible schedules when appropriate</p> <p>Building wide screening procedures</p> <p>Discourage attendance awards</p>	<p>Director of Pupil Services</p> <p>Principals</p> <p>Nurses</p>	<p>Infrared thermometers</p> <p>Additional PPE</p>	N
* Use of face coverings (masks or face shields) by all staff	<p>Face coverings are required/highly recommended, especially:</p> <ul style="list-style-type: none"> • Social distancing is not possible • Transitions 	<p>Face coverings are required/highly recommended, especially:</p> <ul style="list-style-type: none"> • Social distancing is not possible • Transitions 	<p>Director of Pupil Services</p> <p>Director of Safety/Security</p> <p>Principals</p>	Masks/shields	N
* Use of face coverings (masks or face shields) by older students (as appropriate)	<p>Face coverings are required/highly recommended, especially:</p> <ul style="list-style-type: none"> • Social distancing is not possible • Transitions 	<p>Face coverings are required/highly recommended, especially:</p> <ul style="list-style-type: none"> • Social distancing is not possible • Transitions 	Principals	Masks/shields	N
Unique safety protocols for students with complex needs or other vulnerable individuals	<p>IEP's and 504 Service Plans will be revised as appropriate</p> <p>Creative/alternative schedules</p>	<p>IEP's and 504 Service Plans will be revised as appropriate</p> <p>Creative/alternative schedules</p>	<p>Director of Pupil Services</p> <p>IEP teacher</p> <p>School Counselors/Nurses</p>	Additional PPE	N
Strategic deployment of staff	Maximize teaching and staff schedules to reduce class size where possible	Maximize teaching and staff schedules to reduce class size where possible	<p>Superintendent</p> <p>Principals</p>	N/A	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
Reopening school sports	Coaches, Athletes	Athletic Director	Zoom/Handout	Handout	June 2020	Ongoing
Covid-19 Prevention	Staff, student, parent	Nurses	Electronic Communication/Meetings	Handout	August 2020	Before School Starts
HASD Health and Safety Plan	Staff/faculty	Superintendent/Designee	Meetings – Board Meeting, Faculty Meetings	Handout	August 2020	Before School Starts
Reopening Message	Community	Superintendent/Designee	Electronic Format	Video	August 2020	Before school starts
Parent Updates	Parent/Student	Administration	Video/handout	Video/handout	August 2020	Before school starts
Staff Updates	Staff	Administration	Video/handout	Video/handout	August 2020	Before school starts

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
Screening procedures	Staff, student, parent	Superintendent/Nurses	Electronic Communication	August 2020	Before School
Face coverings	Staff, student, parent	Superintendent/Nurses	Electronic Communication	August 2020	Before School
Social Distancing	Staff, student, parent	Superintendent/Nurses	Electronic Communication	August 2020	Before School
Cleaning, sanitizing, disinfecting	Staff, student, parent	Superintendent/Director of Operations	Electronic Communication	August 2020	Before School
Protecting high risk	Staff, student, parent	Superintendent/Nurses	Electronic Communication	August 2020	Before School
Procedures for illness and return to school	Staff, student, parent	Superintendent/Nurses	Electronic Communication	August 2020	Before School

Health and Safety Plan Summary: **Hamburg Area School District**

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
<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>HASD facilities and transportation will follow all scheduled preventative maintenance plans and standard operating procedures incorporating CDC guidelines.</p> <ul style="list-style-type: none"> • https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html • Staff will be designated to clean open spaces through out the day • Staff will be designated to clean areas of high frequency • Increased ventilation will be conducted when and where possible • Restroom schedules/procedures are in place • Water fountains are closed, students are allowed to carry water bottles • Buses will be sprayed with disinfected in-between runs

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</p>	<p>Students will be scheduled in cohorts when possible</p> <p>Interactions between groups will be limited</p> <p>Alternate locations will be used as possible to reduce gathering size-auditoriums, LGI, outdoors, greenhouse, pavilion, etc.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>and staff throughout the day, to the maximum extent feasible</p>	<p>Hygiene education – handwashing increased, hand sanitizer use increased, sharing of materials decreased</p> <p>Please refer to HASD Guidelines for Reopening Sports</p> <ul style="list-style-type: none"> • https://www.hasdhawks.org/cms/lib/PA02207541/Centricity/Domain/8/HASD%20Reopening%20of%20Sports.pdf • https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Staggered Schedules for arrival, dismissal, transitions, lunches</p> <p>Posters, announcements, signs will be systematically rotated to regularly remind staff, students, parents of best practices to reduce germs/illness</p> <p>Additional supplies/materials will be distributed to reduce/eliminate the sharing of items</p> <p>Classroom and other spaces are redesigned to increase potential social distancing</p>
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Collaborate with childcare providers and other community based groups on building usage changes and schedule/calendar changes</p> <p>Increase opportunities to access materials/books online</p> <p>Increase opportunities for students to gain access to lessons virtually and gain access to their teacher using a student management platform such as google classroom or schoology</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	

Requirement(s)	Strategies, Policies and Procedures
<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</p>	

Requirement(s)	Strategies, Policies and Procedures
<p>other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Daily Screening procedures for parents/staff</p> <p><u>Sick Procedures</u> Home Room Screening</p> <ol style="list-style-type: none"> 4. If positive – put student in hallway outside classroom 5. Call school nurse/ send when nurse is ready for student 6. School nurse assesses student -isolate

Requirement(s)	Strategies, Policies and Procedures
<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>-communicate to parent, give CDC guidelines what to do if sick, symptoms for COVID-19</p> <p>-if sent home with Covid-19 symptoms notify Principal, Director of School Safety & Security (Dr Gravish)</p> <p>https://www.cdc.gov/infectioncontrol/basics/transmission-based-precautions.html</p> <p><u>HASD Return to School Procedures</u></p> <p>Resources: When You Can be Around Others After You Had or Likely Had Covid-19 https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html</p> <p>10 Things you can do to manage your COVID-19 symptoms at home</p> <p>English https://www.cdc.gov/coronavirus/2019-ncov/downloads/10Things.pdf</p> <p>Spanish https://www.cdc.gov/coronavirus/2019-ncov/downloads/10Things-spanish.pdf</p> <p>COVID-19 Symptoms https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf</p> <p>Missed School/Work with Possible COVID-19 Symptoms</p> <ul style="list-style-type: none"> • Sent home/kept home • Inform parents of COVID-19 symptoms (refer to above document) • Follow CDC guidelines what to do if sick (refer to above document) • If symptoms subside, may return to work/school if symptom free for 24 hours, with no fever-reducing medication. Temperature < 100°F • Family Doctor instructions take precedence <p>Tested Positive for COVID-19 with Symptoms</p> <p>Stay at home until:</p> <ul style="list-style-type: none"> • 3 days with no fever, temperature < 100°F with no fever-reducing medication AND • Respiratory symptoms have improved (e.g. cough, shortness of breath) AND • 10 days since symptoms first appeared • Depending on your healthcare providers advice and test availability, you might get tested to see if you still have COVID-19. If tested again, you may return to school/work when you receive two negative tests in a row, at least 24 hours apart. <p>Tested Positive for COVID-19 without Symptoms</p> <p>Stay at home until:</p> <ul style="list-style-type: none"> • 10 days have passed since test

Requirement(s)	Strategies, Policies and Procedures
	<ul style="list-style-type: none"> Depending on your healthcare provider’s advice and test availability, you might get tested to see if you still have COVID-19. If tested again, you may return to school/work when you receive two negative tests in a row, at least 24 hours apart. <p>If you develop symptoms after testing positive, follow the guidance for Tested Positive for COVID-19 with Symptoms listed above.</p> <ul style="list-style-type: none"> The following is a CDC link explaining how to safely return https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html <p>School Closing Decision Tree https://www.cdc.gov/coronavirus/2019-ncov/images/school-decision-tree.png</p> <p>Procedures for Returning to School Report to school nurse for screening</p> <p>Communication plan – Use mass notification systems</p>

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Protecting students and staff at higher risk for severe illness * Use of face coverings (masks or face shields) by all staff * Use of face coverings (masks or face shields) by older students (as appropriate) <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>Limit non-essential travel</p> <p>Face coverings are highly recommended, especially:</p> <ul style="list-style-type: none"> Social distancing is not possible Transitions <p>Maximize teaching and staff schedules to reduce class size wherever possible</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Hamburg Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **August 10, 2020**.

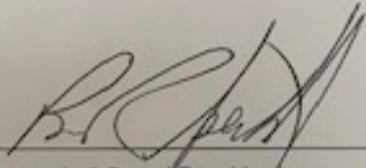
The plan was approved by a vote of:

7 Yes

1 No

Affirmed on: **August 10, 2020**

By:



(Signature* of Board President)

Brian R. Specht

(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.