

Saint Peter School

Sister Anna Musi

Submission Date
July 6, 2020 11:36

Name

Sister Anna Musi

Health and Safety Plan for (INSERT LEA or SCHOOL NAME)

Saint Peter School

What is your scheduled first day of school for the 2020-2021 school year?

Aug 31, 2020

Phased School Reopening Health & Safety Plan Template

Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non-instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities.

A school entity's Health and Safety Plan must be approved by the Office of Education and made available for your school community. Schools 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 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. Reopening is categorized 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.
- Use the remainder of the template to document the above named school'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 the school should account for changing conditions in your local Health and Safety Plan to ensure a fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?

The priority will be to have K-4 in full attendance daily. Classroom desks were measured to keep a space of 3 feet between each student and certain classrooms were moved to allow for greater spacing. Grades 5 through 8 will attend on alternating days--Day A/ Day B with half of each of those classes in physical attendance. The half that are not physically present can connect remotely as classes are taped. We will use two doors for entrance--one for those on the first floor and one for those who need to use the staircase going to the 2nd floor. We will screen temperatures at each location prior to entrance.

How did you engage stakeholders in the type of re-opening your school entity selected?

The School Health and Safety Committee was comprised of the following individuals--a primary teacher; an upper grade teacher; a former parent and current school secretary who has constant contact with parents; a retired teacher; and a school board member.

How will you communicate your plan to your community?

Once all the pieces are approved, an email will be sent out to all parents in both languages and the plan will be posted on the school website.

Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

If there are active virus cases/ exposure in school, we will consult with both local health officials and the Office of Education as to the current protocols we would need to implement. If the state closes schools again, we would then switch to remote instruction.

Due to the ever-changing conditions caused by the pandemic various options are available to best serve your students and families. Several scenarios are found below.

- **Total reopen for all students and staff** (but some students/families opt for distance learning out of safety/health concern).
- **Scaffolded reopening:** Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels 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).

Pandemic Team & Coordinator

Each school 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, Schools 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. Schools 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.

Pandemic Team & Coordinator

	Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities
1	Sister Anna Musi	School Administrator	Both
2	Mrs. Hayda Labrin	Administrative Assistant/Former Parent	Both
3	Mrs. Amanda Searfoss	Upper Grade Teacher	Both
4	Mrs. Rosa Vaupel	Primary Grade Teacher	Both
5	Mrs. Theresa Jackson	Retired Teacher and School Board Member	Both
6	Mr. Matt Lloyd	School Board Member	Both
7			
8			
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15			

Key Strategies, Policies, and Procedures

Once your School 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 School will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your School 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 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?

How will you ensure the building is cleaned and ready to safely welcome staff and students?

Custodial staff fully cleaned and sanitized school during summer and will continue ongoing sanitation on a daily basis.

How will you procure adequate disinfection supplies meeting OSHA and CDC requirements for COVID-19?

It is a high priority to order, utilize, and maintain a consistent supply of disinfecting cleaning agents. Some items have already been purchased and some are in process.

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

Each classroom will be sanitized in key areas such as desks and doorknobs, as well as sanitizing handrails on stairwells. Windows will be opened and rooms aired out on a daily basis after dismissal. Air purifiers have also been purchased for each classroom.

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

Bathrooms will be sprayed with disinfectant regularly. There will be lady whose only job is to disinfect bathrooms all day. The cafeteria will be sanitized between each shift for those classes using the cafeteria for lunch. Separation barriers will be used to divide tables. With these plexiglass dividers we will seat 8 children to a table.

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?

The teaching staff as well as the 2 custodial staff will be trained on the necessary steps to maintain a safe and sanitized atmosphere. In the summer we will have periodic ZOOM Meetings with teachers. The two cleaning ladies will receive in-person training in August.

Actions Steps Under YELLOW Phase for cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)

	Lead Individual & Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Sister Anna Muisi	teaching and custodial staff to use disinfectant throughout the day throughout the day at key moments to disinfect all used areas both in classroom and common areas. The water fountains will not be used. Students will be required to bring bottled water.	some	

Actions Steps Under GREEN Phase for cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)

	Lead Individual & Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Sister Anna	same as above		Yes

Other cleaning, sanitizing, disinfecting, and ventilation practices

	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
use of Backpack sanitizing sprayer at end of cafeteria shifts and at end of school day for classrooms and common school areas	same as yellow	Sister Anna	Backpack Sprayer/ Sanitizer	Yes	

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

Each classroom will be will be organized to allow 3 feet of separation among students. All will be seated facing in the same direction. Grades K through 4 will receive in-person instruction everyday using the classrooms in which they can fit to allow this separation. Students in Grades 5 through 8 will have alternating days of in-person attendance (Group A one day/ Group B another day). We will attempt to do remote learning of recorded classes for those at home. Additional iPads have also been purchased.

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

- Art class will be in the classroom.
- Each student will be required to have his/her own supplies to avoid sharing materials or art supplies.
- Movements will be limited to daily bathroom breaks/ cafeteria movement/ and weekly library and computer time. Masks will be required for transition times.

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

The cafeteria, bathrooms, computer room, and library will be sanitized after use. Water fountains will not be used. Students will be asked to bring their own water bottles.

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

We will limit the number of classes outside at a time, giving priority to the primary grades.

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

Although we receive bussing from 11 districts, the most occupied busses are the 3 Reading busses. The Reading School District will need to determine how they will handle this. We would have fewer students because only half of grades 5 through 8 will be present on a given day.

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

Volunteers and visitors will be limited as to when to come to school and will have temperature screenings upon entry.

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

They will be the same for all grades although it may present more challenges for primary grades to keep distance and not touch others especially during play time. Mask/Face Shields will be required at all times because of the limitations of space.

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?

All teachers, staff, and volunteers who have contact with students will be trained in these essential elements as well as ongoing observation. Most of these trainings will occur through Faculty Meetings, some in-person and some through ZOOM.

Feedback and ongoing observation each day will enable us to consistently reassess what works well and what needs to be improved.

Social Distancing and Other Safety Protocols

Actions Steps under Yellow	Action Steps under Green	Lead Individual	Materials, Resources and/or Supports Needed	PD Required (Y/N)

	Actions Steps under Yellow	Action Steps under Green	Lead Individual	Materials, Resources and/or Supports Needed	PD Required (Y/N)
Classroom/ learning space occupancy that allows for 3-6 feet of separation among students and staff throughout the day, to the maximum extent feasible. See Appendix.	re-arrange some classrooms to allow for full attendance of K-4 and half of 5-8 on alternating days	re-arrange some classrooms to allow for full attendance of K-4 and half of 5-8 on alternating days	Sister Anna	protective barriers for each desk	Yes
Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	all classes will eat in classroom	cafeteria will be sanitized after each use and protective barriers will be placed on each table	Sister Anna	protective barriers for cafeteria	Yes
Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices.	signage and hand sanitizer available throughout the school	signage and hand sanitizer available throughout the school	Sister Anna	installation of hands-free sanitizer dispensers in all classrooms and areas of the school	No
Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs.	posted in key common areas as well as classrooms	posted in key common areas as well as classrooms	Sister Anna	signs	No
Identifying and restricting non-essential visitors and volunteers.	screening visitors upon entrance	screening visitors upon entrance	Mrs. Hayda Labrin	n/a	No
Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports.	only 1 class at a time in the recess yard, giving priority to the primary classes	only 1 class at a time in the recess yard, giving priority to the primary classes	Classroom Teachers	n/a	No
Limiting the sharing of materials among students	each child will have his/her own supplies and art materials	each child will have his/her own supplies and art materials	Classroom teachers	n/a	No
Staggering the use of communal spaces and hallways	signage for flow of traffic and limiting movement for cafeteria, computer room, and library and requiring students to use masks for moments of transition	signage for flow of traffic and limiting movement for cafeteria, computer room, and library and requiring students to use masks for moments of transition	All staff	masks	No

	Actions Steps under Yellow	Action Steps under Green	Lead Individual	Materials, Resources and/or Supports Needed	PD Required (Y/N)
Adjusting transportation schedules and practices to create social distance between students	need to adjust to public school bus schedules-- requiring wearing of masks for these transition times	need to adjust to public school bus schedules--requiring wearing of masks for these transition times	Sister Anna and Mrs. Labrin	masks	No
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	K-4 to be fully present each day and 5-8 to attend on alternating days	K-4 to be fully present each day and 5-8 to attend on alternating days	Sister Anna	n/a	No
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	willing to accommodate whatever pick-up the child care agency can provide	willing to accommodate whatever pick-up the child care agency can provide	Mrs. Labrin	n/a	No
Other social distancing and safety practices	Barrier Micro for desks	Barrier Micro for Desks	Classroom Teachers	Barrier Micros	No

Social Distancing and Other Safety Protocols

Key Questions- Answer each question briefly and complete chart with detailed plan.

Monitoring Student and Staff Health

Key Questions - Answer each question briefly and complete chart with detailed plan.

How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?

We will faithfully check temperatures upon entry. We will encourage parents to keep their child home and check with their doctor if they are displaying symptoms.

As a staff we will be proactive in seeking medical care if we feel we have symptoms.

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)?

No child will be allowed to school if he/she has a fever. We will require a doctor's note for the child to return 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?

We will follow the state guidelines which require a two-week quarantine and a doctor's note in order to return to school.

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

The principal in conjunction with the Pandemic Response Team will be responsible for investigating best practices in such an event. We have limited access to a school nurse, but she too would also be involved in the process. If someone does present with symptoms, we will keep them in a dedicated space which would later be sanitized.

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?

The requirement for a return to school/work would be a note from the doctor verifying that they are healthy and free to return to work. I would never want anyone to feel uncomfortable or unhealthy about this process. I would allow the staff member as much time as she needed so she could confidently return.

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

Once a confirmed case has been cleared by a doctor, all who were potentially exposed could return. We will offer the option of online learning for anyone who feels uncomfortable about returning.

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?

Once a confirmed case is brought to my attention, I will send an email alert to families. I will consult with both local health officials and the Office of Education will be notified. The school will receive consultation and guidance from the Department of Health and interaction and direction with the Diocesan Office of Education. The process of screening before entry to the school should curtail any sudden discoveries.

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?

Once the School Safety Plan is approved by the Diocese, I will resume weekly ZOOM Meetings with staff and go through each topic in a timely manner so as not to be too overwhelming but also to be able to address all the issues involved.

Monitoring Student and Staff Health

	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	daily at entrance	daily at entrance	Sister Anna	Infrared Thermometers	Yes
Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	making parents highly aware of importance of keeping students home/sending home before entrance	making parents highly aware of importance of keeping students home/sending home before entrance	Sister Anna and Mrs. Labrin	n/a	Yes
Returning isolated or quarantined staff, students, or visitors to school	requirement of Doctor's Note	requirement of Doctor's note	Sister Anna and Mrs. Labrin	n/a	No
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	notifications will be done in consultation with the Diocese	th the Diocese	Sister Anna	n/a	Yes
Other monitoring and screening practices	requiring masks when students and staff are in transition	requiring masks when students and staff are in transition	Classroom Teachers	n/a	No

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

Staff and students at this point are required by the Governor's order to wear face coverings. Students will also have protective barriers around their desks. Students will be required to wear masks during any times of transition--hallways,

entrances, movements throughout the school, and dismissal routines. The school will provide face coverings for anyone who may need one. Face shields can be used during class time if this is more conducive than a mask, but a type of face covering is required at all times due to our limitations with space.

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

I am not aware of any staff at higher risk for severe illness. If anyone were to feel uncomfortable about coming in, I would dialogue with the person as to what could be done. Students could have the option to do online learning. The online learning will be at the discretion of the classroom teacher. Google Classroom and Class Dojo are the two preferred options.

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

This is an ongoing challenge--I only have 2 substitutes and often only 1 is available. I do have 2 aides in school who also have many responsibilities. I cannot ensure enough substitute teachers--I simply need to work with who I have.

How will the School 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?

Saint Peter School will do its best to modify curriculum and provide adequate remote learning for those students who are not physically present. We will create a safe and healthy school environment by encouraging mask-wearing, hand sanitizing, and fidelity to frequent cleaning of all school areas. We will limit movement within the school and make classroom space as healthy as possible. The daily screenings will allow us the opportunity to touch base with anyone entering the school to discern potential exposure before it happens.

Other Considerations for Students and Staff

	Action Plan in Yellow Phase	Action Plan in 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	option to students for remote learning	option to students for remote learning	Sister Anna		No
Use of face coverings (masks or face shields) by all staff	required	required	Sister Anna		No
Use of face coverings (masks or face shields) by older students (as appropriate)	required	required	Classroom Teachers		No
Unique safety protocols for students with complex needs or other vulnerable individuals	option for remote learning	option for remote learning	Classroom Teacher		No

Strategic deployment of staff

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.

Professional Development Topic

	Session Topic	Audience	Lead Person & Position	Session Format	Materials, Resources, and/or Supports Needed	Start	End
1							
2	Daily Cleaning and Sanitizing	Teachers and Custodial Staff	Sister Anna	ZOOM and in-person	Cleaning agents, supplies, and needed directions	7/24	8/23
3							
4							
5							
6							

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, Schools should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Plan Communications

	Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
1	New Protocols and Procedures	All Parents	Sister Anna and Mrs. Labrin	email/text/phone call	once plan is approved by Diocese	start of school
2	Grades 5-8 alternating attendance	Parents of children in 5-8	Sister Anna and Mrs. Labrin	email/text/phone call	once plan is approved by Diocese	start of school
3						
4						
5						
6						

Other Considerations for Students and Staff

Key Questions - Answer each question briefly and complete chart with detailed plan.

Health and Safety Plan Summary

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. Schools 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.

Key Strategies, Policies, & Procedures

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your School will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your School 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 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?

Social Distancing and Other Safety Protocols

Strategies, Policies & Procedures

Classroom/learning space occupancy that allows for 3-6 feet of separation among students and staff throughout the day, to the maximum extent feasible

Each classroom will be will be organized to allow 3 feet of separation among students. All will be seated facing in the same direction. Grades K through 4 will receive in-person instruction everyday using the classrooms in which they can fit to allow this separation. Students in Grades 5 through 8 will have alternating days of in-person attendance (Group A one day/ Group B another day). We will attempt to do remote learning of recorded classes for those at home. Additional iPads have also been purchased.

Strategies, Policies & Procedures

Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	The cafeteria will be sanitized between each shift for those classes using the cafeteria for lunch. Separation barriers will be used to divide tables.
Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	Encourage and model use of frequent hand washing/hand sanitizing
Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	Signs will be displayed in key areas of the school.
Handling sporting activities through formal "Return to Play Plan".	will follow Diocesan Directives for CYO sports
Limiting the sharing of materials among students	Each student to have his/her own supplies
Staggering the use of communal spaces and hallways	Awareness of each class' movement and directional arrows on stairwells
Adjusting transportation schedules and practices to create social distance between students	will work with public school district protocols
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Each classroom will be will be organized to allow 3 feet of separation among students. All will be seated facing in the same direction. Grades K through 4 will receive in-person instruction everyday using the classrooms in which they can fit to allow this separation. Students in Grades 5 through 8 will have alternating days of in-person attendance (Group A one day/ Group B another day). We will attempt to do remote learning of recorded classes for those at home. Additional iPads have also been purchased.
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	willingness to adapt schedule with daycare centers to allow for later pick-ups
Other social distancing and safety practices	protective barriers for each desk
Monitoring Student and Staff Health	

Strategies, Policies & Procedures

Monitoring students and staff for symptoms and history of exposure

We will faithfully check temperatures upon entry. We will encourage parents to keep their child home and check with their doctor if they are displaying symptoms. As a staff we will be proactive in seeking medical care if we feel we have symptoms.

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

We will ask them to self-quarantine for two weeks.

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

We will follow the state guidelines which require a two-week quarantine and a doctor's note in order to return to school.

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

We will use the Option C Parent Alert System.

Other Considerations for Students and Staff

Strategies, Policies & Procedures

Protecting students and staff at higher risk for severe illness

If any staff were to feel uncomfortable about coming in, I would dialogue with the person as to what could be done. If students were to feel uncomfortable, he/she could have the option to do online learning.

Use of face coverings (masks or face shields) by all staff

required

Use of face coverings (masks or face shields) by older students (as appropriate)

required at all times

Unique safety protocols for students with complex needs or other vulnerable individuals

Students could have the option of remote learning.

Strategic deployment of staff

Health and Safety Plan Affirmation Statement

The Office of Education for the Diocese of Allentown Catholic Schools received this plan from the below named School representative on the date provided.

School

Saint Peter School

Date

Jul 23, 2020

This plan has been reviewed and approved by the undersigned.

YES

Name

Sister Anna Musi

Date

Jul 23, 2020

Philip J. Fromuth, Ph.D. 7/24/20

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation Protocol: Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)