



Fannett-Metal School District Phased School Reopening Health and Safety Plan

Required by the Pennsylvania Department of Education, the Fannett-Metal School District created a Health and Safety Plan which will serve as a local guideline for all instructional and non-instructional school reopening activities. As with all emergency plans, the Fannett-Metal Health and Safety Plan is developed and tailored to the unique needs of our school district and is created in consultation with local health agencies. Given the dynamic nature of a pandemic, our plan incorporates enough flexibility to adapt to ever changing conditions. The Fannett-Metal Health and Safety Plan is created with a focus on professional learning and communications, and to ensure all stakeholders are informed and prepared for a local phased reopening of school facilities. The Fannett-Metal Health and Safety Plan will be presented to the school board of directors for approval. Subsequently, the Health and Safety Plan will be posted on the school district's website prior to the reopening of school. The Fannett-Metal School District's Pandemic Plan, along with the adoption of Policy 835—*Management of Pandemic Influenza*, are necessary documents to implement the Health and Safety Plan effectively.

Fannett-Metal School District will continue to monitor its Health and Safety Plan throughout the year and update as needed. The Fannett-Metal School Board of Directors will review any necessary changes made to the Health and Safety Plan prior to posting on the district's website.

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This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources that 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.

PURPOSE

The Fannett-Metal School District (FMSD) recognizes that our school district is a critical community institution serving over 450 students, knowing that the threat of a highly infectious outbreak in our schools could be detrimental to the community. The intent of this Health and Safety Plan is to serve as the District guidelines for all reopening activities. The purpose of this plan is to achieve the following goals:

- Enable FMSD to continue to operate and provide services as normally and effectively as possible with minimal academic and economic losses.
- The response of FMSD will be directed by the Pennsylvania Department of Health (DOH) and the Pennsylvania Department of Education's (PDE) direction and guidance. This plan coordinates federal, state, and local agencies.
- Continue the essential core operations of the FMSD in the event of increased staff/student absences or distance learning occurs.

Schools will open for in-person learning in August.

Students will begin returning to school on Monday, August 24 and in-person instruction will be offered in schools. However, it is likely that schedules, classroom spaces, and day-to-day operations may be adjusted to allow for social distancing and smaller groupings. Throughout this summer and upcoming fall, COVID-19 will be present. Even so, the size and localization of an outbreak is to be determined and may change as businesses and communities reopen. Knowing this, the District will remain committed to adjusting our instructional approach based on the reality of the virus' spread. With the previous approval of the district's Continuity of Education (CoE) Plan, even with schools opening in August for in-person instruction, FMSD may offer virtual or distance learning to students.

Section 520.1 of the Public School Code

On March 11, 2020, the World Health Organization (WHO) declared the current outbreak of COVID-19 as a global pandemic; and, consequently, the Pennsylvania Department of Education has determined that the COVID-19 pandemic does in fact constitute an "*emergency*" within the meaning of Section 520.1 of the Public School Code.

Therefore, the FMSD Board of School Directors has determined that the risks COVID-19 presents to our students, faculty, and community requires an extraordinary response. Likewise, the FMSD of School Directors finds and declares that the COVID-19 pandemic is an emergency within the meaning of Section 520.1 of the Pennsylvania School Code.

Hence, for the duration of the current COVID-19 pandemic, but in no event for any period exceeding four (4) years, the Superintendent shall have the duty and the authority through this Health and Safety Plan in a form and manner prescribed by the Pennsylvania Department of Education (PDE), that ensures a minimum of 180 days of instruction, while allowing for a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level, and employing any combination of in-person, virtual, and distance learning as the Superintendent seems appropriate to address the health and safety of students, faculty, and community, and the learning needs of students. Such instruction shall comply in full with the requirement of Chapter 4 of the regulations of the State Board of Education and with the curriculum standards published in accordance therewith.

Health and Safety Plan: **Fannett-Metal 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.

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? (SELECT ONE BOX 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).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): August 24, 2020

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):** 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)
Stephanie Shoemaker	Safe Schools Coordinator, and Elementary Principal	Pandemic Coordinator
David A. Burkett	Superintendent of Schools	Plan Development and Response Team
Todd Best	Secondary Principal	Plan Development and Response Team
Teresa Barnish	Certified School Nurse (RN)	Plan Development and Response Team
Ronnie Briggs	Maintenance Supervisor	Plan Development and Response Team
Amy Mittermeier	Food Service Coordinator	Plan Development and Response Team
Sandy Bloom	Transportation Coordinator	Plan Development and Response Team
Shawn Weaver	Bus Contractor	Plan Development and Response Team

Judy Messersmith	Asst. to the Bus Contractor	Plan Development and Response Team
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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:

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>* 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>1. Permit single-use water bottles and/or students will be permitted to use personal water bottles from home (only water is permitted).</p> <p>2. Air filters in all air filtration systems will be changed every four months instead of every six months.</p> <p>3. Individual learning surfaces, door handles, and light switches will be wiped down after each class period by student and/or teacher.</p> <p>4. Door and sink handles, and common areas will be disinfected twice a day by custodial staff.</p> <p>5. Electrostatic sprayer for disinfectant will be used in classrooms every other day. Sprayer will be used in hallways every evening.</p> <p>6. Bus/vans will keep windows open during non-inclement weather. Cleaning and disinfecting all high-touch surfaces on buses at least twice a day.</p>	<p>1. Permit single-use water bottles and/or students will be permitted to use personal water bottles from home (only water is permitted).</p> <p>2. Air filters in all air filtration systems will be changed every four months instead of every six months.</p> <p>3. Individual learning surfaces, door handles, and light switches will be wiped down after each class period by student and/or teacher.</p> <p>4. Door and sink handles, and common areas will be disinfected twice a day by custodial staff.</p> <p>5. Electrostatic sprayer for disinfectant will be used in classrooms every other day. Sprayer will be used in hallways every evening.</p> <p>6. Bus/vans will keep windows open during non-inclement weather. Cleaning and disinfecting all high-touch surfaces on buses at least twice a day.</p>	<p>1. Building Principal</p> <p>2. Maintenance Supervisor</p> <p>3. Maintenance Supervisor</p> <p>4. Maintenance Supervisor</p> <p>5. Maintenance Supervisor</p> <p>6. Transportation Contractor</p>	<p>1. N/A</p> <p>2. Additional air filters. Maintenance budget</p> <p>3. Cleaning supplies</p> <p>4. Cleaning supplies budget</p> <p>5. Electrostatic Sprayer, CARES Funds</p> <p>6. N/A</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. Yes PD</p> <p>4. No PD</p> <p>5. Yes PD</p> <p>6. No PD</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)
Other cleaning, sanitizing, disinfecting, and ventilation practices	1. Hand Sanitizing stations will be placed at prominent locations throughout all district buildings and bottles of hand sanitizer will be placed in classrooms without sinks.	1. Hand Sanitizing stations will be placed at prominent locations, and in classrooms without sinks, throughout all district buildings bottles of hand sanitizer will be placed in classrooms without sinks.	1. Maintenance Supervisor	1. Sanitizing Stations, Bottles of Hand Sanitizer	1. Yes PD
	2. Windows that are able to be opened will be opened periodically throughout the day and evening hours.	2. Windows that are able to be opened will be opened periodically throughout the day and evening hours.	2. Building Principals	2. None	2. No PD
	3. iPads and Laptops will be assigned 1:1. Any devices that may be shared will be cleaned between uses.	3. iPads and Laptops will be assigned 1:1. Any devices that may be shared will be cleaned between uses.	3. IT Staff/Custodial Staff/Teachers	3. Alcohol wipes	3. Yes

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>	1. Only necessary furnishings, student desks and teacher desks will remain in the classrooms.	1. Only necessary furnishings, student desks and teacher desks will remain in the classrooms.	1. Maintenance Supervisor	1. Location to store extra materials	1. No PD
	2. Teacher will have a teacher-only area of 6' X 10' area in the front of the classroom to instruct.	2. Teacher will have a teacher-only area of 6' X 10' area in the front of the classroom to instruct.	2. Building principals	2. Masking tape to mark off 6' X 10' area.	2. No PD
	3. All student desks will face the teacher only teaching area in the same direction using social distancing, when feasible.	3. All student desks will face the teacher only teaching area in the same direction using social distancing, when feasible.	3. Maintenance Supervisor	3. None	3. No PD
	4. Modified schedules at the secondary level to reduce the number of transitions, when feasible.	4. Modified schedules at the secondary level to reduce the number of transitions, when feasible.	4. Secondary principal	4. Modified schedules	4. Yes PD
	5. If 6-foot social distancing is not attainable and a lesser distance (3, 4, or 5 foot distancing) is achievable, than no less than 3 feet is required. https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public	5. If 6-foot social distancing is not attainable and a lesser distance (3, 4, or 5 foot distancing) is achievable, than no less than 3 feet is required. https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public	5. Building principals	5. None	5. No PD

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>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>1. Breakfast will be served as a grab and go. As they enter the building they will go to a predetermined location and breakfast bags will be available. Students will eat breakfast in homeroom or first period class.</p> <p>2. For the elementary building, lunches will be eaten in the homerooms. When it is the students assigned lunchtime, they will be escorted to the cafeteria and will grab their prepared lunch and return to their classroom, when feasible.</p> <p>3. At the secondary building, limiting the use of cafeteria and other congregate settings, recommend serving meals in settings where social distancing can be maintained. Seating individuals in staggered arrangement to avoid “across-the-table” seating, when feasible.</p> <p>4. Recommend all individuals sanitize/wash hands before and after eating.</p>	<p>1. Breakfast will be served as a grab and go. As they enter the building they will go to a predetermined location and breakfast bags will be available. Students will eat breakfast in homeroom or first period class.</p> <p>2. For the elementary building, lunches will be eaten in the Homerooms. When it is the students assigned lunchtime, they will be escorted to the cafeteria and will grab their prepared lunch and return to their classroom, when feasible.</p> <p>3. At the secondary building, limiting the use of cafeteria and other congregate settings, recommend serving meals in settings where social distancing can be maintained. Seating individuals in staggered arrangement to avoid “across-the-table” seating, when feasible.</p> <p>4. Recommend all individuals sanitize/wash hands before and after eating</p>	<p>1. Food Service Coordinator</p> <p>2. Food Service Coordinator</p> <p>3. Food Service Coordinator</p> <p>4. Teachers</p>	<p>1. Grab and Go Breakfast</p> <p>2. Grab and Go Lunch</p> <p>3. Modified lunches</p> <p>4. None</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</p> <p>4. No PD</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)
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	1. Hand Sanitizing stations will be placed at prominent locations throughout all district buildings, and bottles of hand sanitizer will be placed in classrooms without sinks. Students and staff will be encouraged to utilize stations at every possible opportunity.	1. Hand Sanitizing stations will be placed at prominent locations throughout all district buildings, and bottles of hand sanitizer will be placed in classrooms without sinks. Students and staff will be encouraged to utilize stations at every possible opportunity.	1. Building Principals	1. Hand Sanitizing Stations, CARES Funds	1. No PD
	2. Students and staff will be encouraged to perform proper hand hygiene when entering and exiting the building.	2. Students and staff will be encouraged to perform proper hand hygiene when entering and exiting the building.	2. Building Principals and Nurses	2. Hand Sanitizing Stations, CARES Funds	2. No PD
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	1. Signage will be posted at all school entrances and in all restrooms.	1. Signage will be posted at all school entrances and in all restrooms.	1. Building Principals	1. Signage from CDC and DOH	1. No PD
	2. Announcements promoting good hygiene measures and how to stop the spread of germs will be posted on Social Media and website.	2. Announcements promoting good hygiene measures and how to stop the spread of germs will be posted on Social Media and website.	2. Building Principals	2. Materials from CDC and DOH	1. No PD
* Identifying and restricting non-essential visitors and volunteers	1. Field trips and large group activities will not be scheduled.	1. Field trips and large group activities may be scheduled based off the course of study.	1. Building Principal	1. None	1. No PD
	2. Volunteers and visitors will not be permitted in buildings.	2. Limiting non-essential visitors and volunteers. Requiring all visitors/volunteers to comply with all school/district screening/monitoring processes and all health and safety requirements.	2. Building Principal	2. None	2. No PD

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)
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	1. Classes at the elementary level will be permitted to have recess one grade level at a time. Students will wash hands or utilize hand sanitizers immediately when entering the building.	1. Classes at the elementary level will be permitted to have recess one grade level at a time. Students will wash hands or utilize hand sanitizers immediately when entering the building.	1. Building Principals	1. Master Schedule	1. No PD
	2. Continue physical education activities as long as those activities limit physical contact and touching, when feasible.	2. Continue physical education activities as long as those activities limit physical contact and touching, when feasible.	2. Building Principals	2. Master Schedule	2. No PD
	3. Shared equipment will not be permitted.	3. Shared communal equipment will not be permitted; individual equipment may be permitted and must be cleaned after use.	3. Building Principals	3. None	3. No PD
Limiting the sharing of materials among students	1. Storage spaces for personal items (i.e. student lockers, cubbies) will not be shared by students at any level.	1. Storage spaces for personal items (i.e. student lockers, cubbies) will not be shared by students at any level.	1. Building Principals	1. None	1. Yes PD
	2. Any item that is required to be shared will be disinfected between each use.	2. Any item that is required to be shared will be disinfected between each use.	2. Maintenance Supervisor/Teachers	2. Cleaning Supplies, maintenance budget	2. No PD
	3. Library materials will be quarantined for 48 hours prior to re-shelving	3. Library materials will be quarantined for 48 hours prior to re-shelving	3. Media Specialists	3. None	3. No PD

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)
Staggering the use of communal spaces and hallways	<p>1. Art, Library, and Music will be taught in regular education classrooms at the elementary level. Specialist rooms will be closed to students.</p> <p>2. Study halls will be kept to minimal sizes. Chairs will be left open between students and no more than three students per table.</p> <p>3. Common areas in the HS will be separated to keep social distancing guidelines in place.</p>	<p>1. Art, Library, and Music will be taught in regular education classrooms at the elementary level. Specialist rooms will be closed to students.</p> <p>2. Study halls will be kept to minimal sizes. Chairs will be left open between students and no more than three students per table.</p> <p>3. Common areas in the HS will be separated to keep social distancing guidelines in place.</p>	<p>1. Building Principals</p> <p>2. HS Principal</p> <p>3. HS Principal</p>	<p>1. Master Schedule</p> <p>2. Master Schedule</p> <p>3. Master Schedule</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</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)
Adjusting transportation schedules and practices to create social distance between students	1. Secondary students schedule will be 7:45 AM – 2:52 PM. Elementary students schedule will be from 7:45 AM – 3:00 PM.	1. Secondary students schedule will be 7:45 AM – 2:52 PM. Elementary students schedule will be from 7:45 AM – 3:00 PM.	1. Building Principals	1. Master Schedule, Mass Communication	1. No PD
	2. Separate times and/or location for bus drop-off and parent drop-off. Separate times and/or location for bus pick-up and parent pick-up.	2. Separate times and/or location for bus drop-off and parent drop-off. Separate times and/or location for bus pick-up and parent pick-up.	2. Building Principals	2. Building Map, Mass Communication	2. No PD
	3. Bus assignments will be limited to amount feasible per route. Siblings will be assigned to the same seat and all students should wear a mask while on the bus, when feasible.	3. Bus assignments will be limited to amount feasible per route. Siblings will be assigned to the same seat and all students should wear a mask while on the bus, when feasible.	3. Transportation Supervisor	3. Rosters/seating charts, Communication	3. No PD
	4. Recommend educating students and drivers of the importance of passengers facing forward (not sideways or backwards).	4. Recommend educating students and drivers of the importance of passengers facing forward (not sideways or backwards).	4. Transportation Supervisor	4. None	4. No PD
	5. Recommend increasing ventilation on vehicles by opening windows, when feasible	5. Recommend increasing ventilation on vehicles by opening windows, when feasible	5. Bus Drivers	5. None	5. No PD

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>1. Elementary students will remain in the same class throughout the day. Specials will be taught in the students' classrooms. Secondary classes will be limited to 25 individuals in a class (including teacher). Appropriate space will be placed between all learning locations.</p> <p>2. All student desks will face the teacher only teaching area in the same direction using social distancing, when feasible.</p> <p>3. Musical equipment will be disinfected after each use.</p> <p>4. If 6-foot social distancing is not attainable and a lesser distance (3, 4, or 5 foot distancing) is achievable, than no less than 3 feet is required. https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public</p>	<p>1. Elementary students will remain in the same class throughout the day. Specials will be taught in the students' classrooms. Secondary classes will be limited to 25 individuals in a class (including teacher). Appropriate space will be placed between all learning locations.</p> <p>2. All student desks will face the teacher only teaching area in the same direction using social distancing, when feasible.</p> <p>3. Musical equipment will be disinfected after each use.</p> <p>4. If 6-foot social distancing is not attainable and a lesser distance (3, 4, or 5 foot distancing) is achievable, than no less than 3 feet is required. https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public</p>	<p>1. Building Principals</p> <p>2. Maintenance Supervisor</p> <p>3. Building Principals</p> <p>4. Building Principals</p>	<p>1. Master Schedule</p> <p>2. None</p> <p>3. Cleaning Supplies, Building Budget</p> <p>4. None</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</p> <p>4. No PD</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>1. Secondary students schedule will be 7:45 AM – 2:52 PM. Elementary students schedule will be from 7:45 AM – 3:00 PM.</p> <p>2. Separate times and/or locations for bus drop-off and parent drop-off. Separate times and/or locations for bus pick-up and parent pick-up.</p>	<p>1. Secondary students schedule will be 7:45 AM – 2:52 PM. Elementary students schedule will be from 7:45 AM – 3:00 PM.</p> <p>2. Separate times and/or locations for bus drop-off and parent drop-off. Separate times and/or locations for bus pick-up and parent pick-up.</p>	<p>1. Building Principals</p> <p>2. Building Principals</p>	<p>1. Master Schedule, Mass Communication</p> <p>2. Building Map, Mass Communication</p>	<p>1. No PD</p> <p>2. No PD</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)
Other social distancing and safety practices	1. Professional Development will be done virtually, if possible.	1. Professional Development will be done virtually, if possible.	1. Administrative Team	1. Virtual Platform	1. No PD
	2. Virtual meetings will be offered for all special education meetings.	2. Virtual meetings will be offered for all special education meetings.	2. Administrative Team	2. Virtual Platform	2. No PD
	3. Virtual meetings will be utilized if possible for faculty, administrative, and school board meetings.	3. Virtual sessions will be offered for faculty and administrative meetings.	3. Administrative Team	3. Virtual Platform	3. No PD

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 or 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>1. Educating all stakeholders (students, staff, parents/guardians) on the signs and symptoms of COVID-19 at home before sending children to school and/or reporting to work.</p> <p>2. Procedures for home screenings will be supplied to parents/caregivers.</p> <p>3. Clear expectations for parents on when they should keep students home from school will be provided.</p> <p>4. Touchless thermometers will be placed in each health suite.</p> <p>5. Taking temperature for those individuals with symptoms.</p> <p>6. Require any individual who discloses symptoms to wear a facemask, if feasible.</p> <p>7. Daily morning reminder announced that students with the signs and symptoms of COVID-19 go to the nurse immediately.</p>	<p>1. Educating all stakeholders (students, staff, parents/guardians) on the signs and symptoms of COVID-19 at home before sending children to school and/or reporting to work.</p> <p>2. Procedures for home screenings will be supplied to parents/caregivers.</p> <p>3. Clear expectations for parents on when they should keep students home from school will be provided.</p> <p>4. Touchless thermometers will be placed in each health suite.</p> <p>5. Taking temperature for those individuals with symptoms.</p> <p>6. Require any individual who discloses symptoms to wear a facemask, if feasible.</p> <p>7. Daily morning reminder announced that students with the signs and symptoms of COVID-19 go to the nurse immediately.</p>	<p>1. Building Principals</p> <p>2. Building Principals</p> <p>3. Building Nurses</p> <p>4. Building Nurses</p> <p>5. Nurses</p> <p>6. Nurses</p> <p>7. Building Principals</p>	<p>1. DOH and CDC Guidelines</p> <p>2. DOH and CDC Guidelines</p> <p>3. DOH and CDC Guidelines</p> <p>4. Touchless Thermometers</p> <p>5. Touchless Thermometers</p> <p>6. DOH and CDC Guidelines</p> <p>7. DOH and CDC Guidelines</p>	<p>1. Yes PD</p> <p>2. Yes PD</p> <p>3. Yes PD</p> <p>4. No PD</p> <p>5. No PD</p> <p>6. No PD</p> <p>7. No PD</p>

<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>1. Administration will create an isolation room close to each nurse's suite that can be monitored by an adult, is well-ventilated, and, is easy to disinfect.</p> <p>2. Parents will be encouraged to have a back-up plan if a call is made that their child needs to be picked-up.</p> <p>3. Areas that were occupied by sick student will be immediately closed off until area can be thoroughly cleaned and disinfected.</p> <p>4. Local health officials, staff, and families will be notified of exposure or confirmed case.</p> <p>5. Curbside pickup for illness dismissals.</p> <p>6. Require any individual who is sent home with symptoms to secure a COVID 19 test or medical clearance prior to returning.</p> <p>7. Requiring appropriate PPE for staff and students in the nurse's suite and to those interacting directly with such an individual (one who becomes sick in school or demonstrates a history of exposure).</p>	<p>1. Administration will create an isolation room close to each nurse's suite that can be monitored by an adult, is well-ventilated, and, is easy to disinfect.</p> <p>2. Parents will be encouraged to have a back-up plan if a call is made that their child needs to be picked-up.</p> <p>3. Areas that were occupied by sick student will be immediately closed off until area can be thoroughly cleaned and disinfected.</p> <p>4. Local health officials, staff, and families will be notified of exposure or confirmed case.</p> <p>5. Curbside pickup for illness dismissals.</p> <p>6. Require any individual who is sent home with symptoms to secure a COVID 19 test or medical clearance prior to returning.</p> <p>7. Requiring appropriate PPE for staff and students in the nurse's suite and to those interacting directly with such an individual (one who becomes sick in school or demonstrates a history of exposure).</p>	<p>1. Building Principals</p> <p>2. Building Principals</p> <p>3. Building Principals and Maintenance Supervisor</p> <p>4. Building Principals</p> <p>5. Nurses</p> <p>6. Nurses</p> <p>7. Building Principals</p>	<p>1. Supplies for isolation room</p> <p>2. Communication</p> <p>3. Cleaning supplies. Safety Tape</p> <p>4. Emergency Phone numbers</p> <p>5. Written procedures</p> <p>6. Written procedures</p> <p>7. Written procedures</p>	<p>1. Yes PD</p> <p>2. No PD</p> <p>3. Yes PD</p> <p>4. No PD</p> <p>5. No PD</p> <p>6. No PD</p> <p>6. No PD</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)
* Returning isolated or quarantined staff, students, or visitors to school	1. Provide doctor's note that student, staff member, and/or visitor was initially seen by doctor after being out at least three days. 2. Follow Quarantine-Isolation from Pandemic Plan until seen by a doctor.	1. Provide doctor's note that student, staff member, and/or visitor was initially seen by doctor after being out at least three days. 2. Follow Quarantine-Isolation from Pandemic Plan until seen by a doctor.	1. Building Principal 2. Building Principal	1. Doctor's Note 2. Pandemic Plan	1. Yes PD 2. Yes PD

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)
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<ol style="list-style-type: none"> 1. Post Health and Safety plan on District Website. 2. Provide updates on website, social media, and through One Call Now. 3. Encourage families to practice good prevention habits with reminders through social media. 4. Prepare students and families for the possibility of remote learning. 5. Continue practicing social distancing in all aspects of the school day. 6. Remind parents when it is appropriate to keep students at home. 7. Consult with the PA Department of Health on any decision related to the closure of classrooms, schools, or districts. 	<ol style="list-style-type: none"> 1. Post Health and Safety plan on District Website. 2. Provide updates on website, social media, and through One Call Now. 3. Encourage families to practice good prevention habits with reminders through social media. 4. Prepare students and families for the possibility of remote learning. 5. Continue practicing social distancing in all aspects of the school day. 6. Remind parents when it is appropriate to keep students at home. 7. Consult with the PA Department of Health on any decision related to the closure of classrooms, schools, or districts. 	<ol style="list-style-type: none"> 1. Administrative Team 2. Administrative Team 3. Administrative Team 4. Building principals 5. Administrative Team 6. Building Principals 7. Administrative Team 	<ol style="list-style-type: none"> 1. Health and Safety Plan 2. Updates from DOH, CDC, and PDE 3. Updates from PDE, DOH, and CDC 4. 1-1 Technology, Schoology 5. Master Schedules 6. Updates from CDC, DOH, and PDE 7. DOH 	<ol style="list-style-type: none"> 1. No PD 2. No PD 3. No PD 4. No PD 5. Yes PD 6. No PD 7. Yes PD

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	1. School nurses will track symptoms of students and report to administration	1. School nurses will track symptoms of students and report to administration	1. School Nurses	1. Daily Health Sheet	1. No PD
	2. Contact the PA Department of Health to support and provide direction specific to contact tracing and any mandated isolations or quarantines, in the event of a confirmed case.	2. Contact the PA Department of Health to support and provide direction specific to contact tracing and any mandated isolations or quarantines, in the event of a confirmed case.	2. School Nurses	2. DOH	2. Yes PD

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	1. Signage will be posted throughout the district, on the district website, and on social media on proper techniques on washing hands, covering coughs and sneezes.	1. Signage will be posted throughout the district, on the district website, and on social media on proper techniques on washing hands, covering coughs and sneezes.	1. Administrative Team	1. Signage from DOH, CDC, and PDE	1. No PD
	2. Signage will be posted throughout the building, on the district website, and on social media on how to stop the spread of COVID-19.	2. Signage will be posted throughout the building, on the district website, and on social media on how to stop the spread of COVID-19.	2. Administrative Team	2. Signage from DOH, CDC, and PDE	2. No PD
	3. Parents will be educated on when it is appropriate to keep students home from school.	3. Parents will be educated on when it is appropriate to keep students home from school.	3. School Nurses	3. Guidelines from DOH, CDC, and PDE	3. No PD
	4. Educating all stakeholders (students, staff, parents/guardians) on the signs and symptoms of COVID-19 at home before sending children to school and/or reporting to work.	4. Educating all stakeholders (students, staff, parents/guardians) on the signs and symptoms of COVID-19 at home before sending children to school and/or reporting to work.	4. Building Principals	4. None	4. No PD
	5. Staff who are at high risk should wear a combination of clear face shields and a facemask, as an alternative to facemasks when meeting face-to-face, teaching, or interacting with others in classroom and congregate settings, if feasible.	5. Staff who are at high risk should wear a combination of clear face shields and a facemask, as an alternative to facemasks when meeting face-to-face, teaching, or interacting with others in classroom and congregate settings, if feasible.	5. School Nurses	5. None	5. No PD

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>* Use of face coverings (masks or face shields) by all staff</p>	<p>1. This plan is subject to change based on the changing requirements from the CDC, PA DOH and the PDE. The administration is given the authority from the Board of Directors to adjust this plan as required and to report any changes to the Board of School Directors.</p> <p>2. Staff will wear face coverings at all times and are permitted to be uncovered as prescribed.</p>	<p>1. This plan is subject to change based on the changing requirements from the CDC, PA DOH and the PDE. The administration is given the authority from the Board of Directors to adjust this plan as required and to report any changes to the Board of School Directors.</p> <p>2. Staff will wear face coverings at all times and are permitted to be uncovered as prescribed.</p>	<p>1. Administrative Team</p> <p>2. Building Principals</p>	<p>1. Face masks and/or shields</p> <p>2. Face masks and/or shields</p>	<p>1. No PD</p> <p>2. No PD</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)
* Use of face coverings (masks or face shields) by older students (as appropriate)	1. This plan is subject to change based on the changing requirements from the CDC, PA DOH and the PDE. The administration is given the authority from the Board of Directors to adjust this plan as required and to report any changes to the Board of School Directors.	1. This plan is subject to change based on the changing requirements from the CDC, PA DOH and the PDE. The administration is given the authority from the Board of Directors to adjust this plan as required and to report any changes to the Board of School Directors.	1. Building Principal	1. Face masks	1. No PD
	2. Students will wear face coverings at all times and are permitted to be uncovered as prescribed.	2. Students will wear face coverings at all times and are permitted to be uncovered as prescribed.	2. School Staff	2. Face masks	2. No PD
Unique safety protocols for students with complex needs or other vulnerable individuals	1. Constant communication with parent, teacher, and school nurse.	1. Constant communication with parent, teacher, and school nurse.	1. School Nurse	1. Guidance from CDC, DOH, and PDE	1. No PD
	2. Upon presentation of a doctor's note, reasonable and sufficient accommodations for transportation and schedules will be made for vulnerable students.	2. Upon presentation of a doctor's note, reasonable and sufficient accommodations for transportation and schedules will be made for vulnerable students.	2. Building Principals, Nurses, Transportation Supervisor	2. Guidance from DOH, CDC, PDE, and Special Education Department	2. No PD
	3. Temperature checks will be conducted at designated times throughout the day by the school nurse.	3. Temperature checks will be conducted at designated times throughout the day by the school nurse.	3. School Nurse	3. Thermometer	3. No PD
	4. Classrooms where the most vulnerable students are will be disinfected on a frequent basis.	4. Classrooms where the most vulnerable students are will be disinfected on a frequent basis.	4. Maintenance Supervisor	4. Cleaning supplies	4. No PD

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)
Strategic deployment of staff	1. Virtual meetings will be conducted with staff to review new guidelines.	1. Virtual meetings will be conducted with staff to review new guidelines.	1. Building Principals	1. Guidance from DOH, CDC, and PDE	1. No PD
	2. Communications will be provided through district email.	2. Communications will be provided through district email.	2. Building Nurse	2. Guidance from DOH, CDC, and PDE	2. Yes PD
	3. Communications will be provided through One Call Now.	3. Communications will be provided through One Call Now.	3. Building Principals	3. Guidance from DOH, CDC, and PDE	3. No PD

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
Proper use of cleaning supplies	Custodial/maintenance	Maintenance Supervisor	Face to Face	Electrostatic sprayer, cleaning supplies	8/1/2020	8/17/2020
Proper sanitizing of hands and surfaces	All staff and students	School nurses	Electronic Communication	DOH, CDC guidelines	8/1/2020	6/30/2021
Prevention of the spread of COVID-19	All Staff and students	School nurses	Electronic Communication	DOH, CDC guidelines	8/1/2020	6/30/2021
Proper use of storage spaces i.e. lockers and cubbies	Students	Building Principals	Class Meetings	Student Handbook	8/24/2020	9/1/2020
Clear expectations on when students should remain home	Parents/caregivers	Building Principals	School Messenger	DOH, CDC, PDE guidelines	8/24/2020	9/1/2020
Process for daily temperature checks	All staff, students, visitors	Administration	School Messenger	DOH, CDC, PDE guidelines, Facial Temperature Recognition Scanner	8/1/2020	9/1/2020

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Health and Safety Plan	FMSD Stakeholders	District Administration	District Website, Messenger, Social Media	7/14/2020	6/30/2021
Transportation Information	FMSD Students	Transportation Supervisor	Paper Correspondence, Website, Social Media	8/1/2020	6/30/2021
Master Schedule	FMSD Students	Building Administration	District Website	8/1/2020	6/30/2021
Health Guidelines	FMSD Stakeholders	School Nurses	District Website, Social Media	8/1/2020	6/30/2021
Attendance Guidelines	FMSD Students, Parents/Caregivers	Building Principals	District Website, Social Media	8/1/2020	6/30/2021
Facial covering awareness training	Parents, staff, students	Nurses	Written communication and verbal reinforcement	7/1/2020	6/30/2021
Attendance procedures for students who self-quarantine	Parents, staff, students	Administration	Written procedures	7/1/2020	6/30/2021
Modified Drop off / Pick up procedures	Parents	Building Principals	Written procedures	7/1/2020	6/30/2021

Health and Safety Plan Summary: **Fannett-Metal School District**

Anticipated Launch Date: **July 14, 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>Permit single-use water bottles and/or students will be permitted use of personal water bottles from home (only water is permitted).</p> <p>Air filters in all air filtration systems will be changed every four months instead of every six months.</p> <p>Individual learning surfaces, door handles, and light switches will be wiped down after each class period by students and/or teacher.</p> <p>Door and sink handles, and common areas will be disinfected twice a day by custodial staff.</p> <p>Electrostatic sprayer for disinfectant will be used in classrooms every other day. Sprayer will be used in hallways every evening.</p> <p>Bus/vans will keep windows open during non-inclement weather. Cleaning and disinfecting all high-touch surfaces on buses at least twice a day.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p>Only necessary furnishings, student desks and teacher desks will remain in the classrooms.</p> <p>Teacher will have a teacher-only area of 6' X 10' area in the front of the classroom to instruct.</p> <p>All student desks will face the teacher only teaching area in the same direction using social distancing, when feasible.</p> <p>If 6-foot social distancing is not attainable and a lesser distance (3, 4, or 5 foot distancing) is achievable, than no less than 3 feet is required. https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Breakfast will be served as a grab and go. As they enter the building they will go to a predetermined location and breakfast bags will be available. Students will eat breakfast in homeroom or first period class.</p> <p>For the elementary building, lunches will be eaten in the homerooms. When it is the students assigned lunchtime, they will be escorted to the cafeteria and will grab their prepared lunch and return to their classroom, when feasible.</p> <p>At the secondary building, limiting the use of cafeteria and other congregate settings, recommend serving meals in settings where social distancing can be maintained. Seating individuals in staggered arrangement to avoid "across-the-table" seating, when feasible.</p> <p>Recommend all individuals sanitize/wash hands before and after eating.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Hand Sanitizing stations will be placed at prominent locations throughout all district buildings, and bottles of hand sanitizer will be placed in classrooms without sinks. Students and staff will be encouraged to utilize stations at every possible opportunity.</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Students and staff will be encouraged to perform proper hand hygiene when entering and exiting the building.</p> <p>Signage will be posted at all school entrances and in all restrooms.</p> <p>Announcements promoting good hygiene measures and how to stop the spread of germs will be posted on Social Media and website.</p>
<p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p>	<p>Classes at the elementary level will be permitted to have recess one grade level at a time. Students will wash hands or utilize hand sanitizers immediately when entering the building.</p> <p>Continue physical education activities as long as those activities limit physical contact and touching, when feasible.</p>
<p>Limiting the sharing of materials among students</p>	<p>Shared equipment will not be permitted.</p>
<p>Staggering the use of communal spaces and hallways</p>	<p>Modified schedules at the secondary level to reduce the number of transitions, when feasible.</p>
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>Bus assignments will be limited to amount feasible per route. Siblings will be assigned to the same seat and all students should wear a mask while on the bus, when feasible.</p> <p>Recommend educating students and drivers of the importance of passengers facing forward (not sideways or backwards).</p>
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>Elementary students will remain in the same class throughout the day. Specials will be taught in the students' classrooms. Secondary</p>

Requirement(s)	Strategies, Policies and Procedures
<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>	<p>classes will be limited to 25 individuals in a class (including teacher). Appropriate space will be placed between all learning locations.</p> <p>All student desks will face the teacher only teaching area in the same direction using social distancing, when feasible.</p> <p>Secondary students schedule will be 7:45 AM – 2:52 PM. Elementary students schedule will be from 7:45 AM – 3:00 PM.</p> <p>Separate times and/or locations for bus drop-off and parent drop-off. Separate times and/or locations for bus pick-up and parent pick-up.</p> <p>Professional Development will be done virtually, if possible.</p> <p>Virtual meetings will be offered for all special education meetings.</p> <p>Virtual meetings will be utilized if possible for faculty, administrative, and school board meetings.</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>Educating all stakeholders (students, staff, parents/guardians) on the signs and symptoms of COVID-19 at home before sending children to school and/or reporting to work.</p> <p>Procedures for home screenings will be supplied to parents/caregivers.</p> <p>Clear expectations for parents on when they should keep students home from school will be provided.</p> <p>Touchless thermometers will be placed in each health suite.</p> <p>Taking temperature for those individuals with symptoms.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Require any individual who discloses symptoms to wear a facemask, if feasible.</p> <p>Daily morning reminder announced that students with the signs and symptoms of COVID-19 go to the nurse immediately.</p> <p>Administration will create an isolation room close to each nurse's suite that can be monitored by an adult, is well-ventilated, and, is easy to disinfect.</p> <p>Parents will be encouraged to have a back-up plan if a call is made that their child needs to be picked-up.</p> <p>Areas that were occupied by sick student will be immediately closed off until area can be thoroughly cleaned and disinfected.</p> <p>Local health officials, staff, and families will be notified of exposure or confirmed case.</p> <p>Curbside pickup for illness dismissals.</p> <p>Require any individual who is sent home with symptoms to secure a COVID 19 test or medical clearance prior to returning.</p> <p>Requiring appropriate PPE to staff and students in the nurse's suite and to those interacting directly with such an individual (one who becomes sick in school or demonstrates a history of exposure).</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Provide doctor's note that student, staff member, and/or visitor was initially seen by doctor after being out at least three days.</p> <p>Follow Quarantine-Isolation from Pandemic Plan until seen by a doctor.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>Post Health and Safety plan on District Website.</p> <p>Provide updates on website, social media, and through One Call Now.</p> <p>Encourage families to practice good prevention habits with reminders through social media.</p> <p>Prepare students and families for the possibility of remote learning.</p> <p>Continue practicing social distancing in all aspects of the school day.</p> <p>Remind parents when it is appropriate to keep students at home.</p> <p>Consult with the PA Department of Health on any decision related to the closure of classrooms, schools, or districts.</p>

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>Signage will be posted throughout the district, on the district website, and on social media on proper techniques on washing hands, covering coughs and sneezes.</p> <p>Signage will be posted throughout the building, on the district website, and on social media on how to stop the spread of COVID-19.</p> <p>Parents will be educated on when it is appropriate to keep students home from school.</p> <p>Educating all stakeholders (students, staff, parents/guardians) on the signs and symptoms of COVID-19 at home before sending children to school and/or reporting to work.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>This plan is subject to change based on the changing requirements from the CDC, PA DOH and the PDE. The administration is given the authority from the Board of Directors to adjust this plan as required and to report any changes to the Board of School Directors.</p> <p>Staff will wear face coverings at all times and are permitted to be uncovered as prescribed.</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>This plan is subject to change based on the changing requirements from the CDC, PA DOH and the PDE. The administration is given the authority from the Board of Directors to adjust this plan as required and to report any changes to the Board of School Directors.</p> <p>Students will wear face coverings at all times and are permitted to be uncovered as prescribed.</p>
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>Constant communication with parent, teacher, and school nurse.</p> <p>Upon presentation of a doctor's note, reasonable and sufficient accommodations for transportation and schedules will be made for vulnerable students.</p> <p>Temperature checks will be conducted at designated times throughout the day by the school nurse.</p>
<p>Strategic deployment of staff</p>	<p>Classrooms where the most vulnerable students are will be disinfected on a daily basis.</p> <p>Virtual meetings will be conducted with staff to review new guidelines.</p> <p>Communications will be provided through district email.</p> <p>Communications will be provided through One Call Now</p>

On March 11, 2020, the World Health Organization (WHO) declared the current outbreak of COVID-19 as a global pandemic; and consequently, the Pennsylvania Department of Education has determined that the COVID-19 pandemic does in fact constitute an “*emergency*” within the meaning of **Section 520.1 of the Public School Code**.

Therefore, the Fannett-Metal Board of School Directors has determined that the risks COVID-19 presents to our students, faculty, and community requires an extraordinary response. Likewise, the Fannett-Metal Board of School Directors finds and declares that the COVID-19 pandemic is an emergency within the meaning of **Section 520.1 of the Pennsylvania School Code**.

Hence, for the duration of the current COVID-19 pandemic, but in no event for any period exceeding four (4) years, the Superintendent shall have the duty and the authority through this **Phased School Reopening Health and Safety Plan** in a form and manner prescribed by the Pennsylvania Department of Education (PDE), that ensures a minimum of 180 days of instruction, while allowing for a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level, and employing any combination of in-person, virtual, and distance learning as the Superintendent seems appropriate to address the health and safety of students, faculty, and community, and the learning needs of students. Such instruction shall comply in full with the requirement of Chapter 4 of the regulations of the State Board of Education and with the curriculum standards published in accordance therewith.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Fannett-Metal School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 14, 2020** (*revised August 25, 2020*)

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: **July 14, 2020** (*as per the Pennsylvania Department of Education and the Department of Health new guidance on August 17, 2020, necessary changes were made*).

By:

- ***Signature not needed for revision due to language within the original plan.***

(Signature* of Board President)

Sue Rosenberry

(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.