

## **Preliminary Health and Safety Plan Pilot Summer Program**

Board Approved 6/22/2020

### ***Overview***

The district is going to operate an in-person Summer Pilot Program for students with complex needs. Students who choose not to participate in the in-person program have the option to participate in a virtual Extended School Year (ESY) program during the same time period. Parents and staff participated in a brief survey to determine the level of interest for an in-person program and the outcome is that approximately fifty students will be participating in the program K-12. The program will take place in two buildings on the same campus.

The district will also be permitting the following in-person activities to take place starting July 1, 2020:

- Athletic training for fall sports per PIAA guidelines (see board approved plan)
- Psychoeducational evaluations if both the examiner and parents agree to meet in person
- School registrations if both the school counselor and parents agree to meet in person

### ***Pilot for students with complex needs***

- 5-week program for students identified with complex needs housed at Starkweather ES and Stetson MS
- July 6th-August 6<sup>th</sup>:
  - 9:00 am -2:30 pm (Starkweather)
  - 7:45 am-1:15 pm (Stetson)
- Students will receive instruction related to their IEP goals
- Related services are available: Speech, Occupational Therapy, Physical Therapy, Art Therapy and behavioral supports
- The first week will focus on transitioning back to an in-person program and establishing routines
- Transportation and lunch will be provided

### ***Cleaning, Sanitizing, Disinfecting, and Ventilation***

CDC recommendations for cleaning will be implemented and the custodial staff will receive training on the use of the cleaning materials. Common areas used on a daily basis will have all touch surfaces cleaned and disinfected twice during the school day. Classrooms, desks and chairs will be cleaned on a daily basis. In addition, staff will use disinfectants between student use for shared materials.

- Administrative offices will be cleaned and all touch surfaces will be disinfected daily.
- Classroom and touch surfaces including pencil sharpeners, sinks, door handles, countertops, student cubbies, cabinet doors, desks and chairs will be cleaned and disinfected on a daily basis. In addition, shared materials will be cleaned between use.
- Bathrooms, hallways, common areas, frequently touched surfaces (water fountains, handrails, door knobs, entrances, etc.) will be cleaned and disinfected twice a day.
- Large group areas, gymnasiums, locker rooms, cafe will be cleaned on a weekly basis unless they are used. If used, the areas will be cleaned in the same manner as classrooms.
- Floors will be swept to remove debris daily, mopping as needed. Wet mop complete areas wall-to-wall weekly.

### ***Social Distancing and Other Safety Protocols***

Classrooms will be set up to allow a minimum of 6 feet between each desk (when feasible), and the desks will all be facing the same direction. There will be a maximum of 12 students and 12 adults in a classroom. Staff will be required to wear masks or face shields at all times unless in the classroom alone. When students and staff are in the hallway or common areas, masks will be worn by staff and encouraged for students. Six feet distance will be maintained at all times. Masks will be provided for students and they will be taught how to wear the masks (how to put it on, take it off, and maintain it). Students will be taught how to wash their hands properly and how to use the hand sanitizer. Students will remain in the same classroom throughout the day and staff will rotate as needed. Students may need to leave the classroom to receive related services when it isn't feasible to provide the services in the classrooms.

Meals will be provided in the classroom. Water fountains will be turned off and students will be provided with water bottles. Staff will eat lunch in a room such as the library to insure that social distancing can be implemented.

Only one student at a time will be permitted to use the restroom and the students will remain in the classroom until it is their turn. When entering and exiting the building, staff and students will maintain at least a six foot distance from the next person.

Staff and students will have their temperature taken as they enter the building. If someone has an elevated temperature, he or she will be taken to the nurse for further evaluation.

Each classroom will be equipped with disinfectant spray, hand sanitizer (if there isn't a sink in the classroom), masks and gloves. Staff will be expected to wipe down desks and materials between student use. Outdoor space will be utilized on a limited basis and social distancing along with masks will be utilized.

Visitors will only be permitted by appointment and will have administrative approval to be in the building after it has been determined that the visit can only take place in person.

Bus drivers will assess their temperature taken prior to the first run and are required to wear a mask as staff and/or students embark and disembark the bus. There will be hand sanitizer on the bus and the bus will be disinfected between runs. Students will sit one to a seat every other row. Aides will be required to wear a mask and other PPE (as needed) and will be seated in the row between students. Training will be provided for all staff on the health and safety procedures outlined in the plan the week before the pilot program begins. The training will take place via zoom and be recorded for anyone who is unable to attend at the scheduled time.

- Desks will face the same direction and six feet apart when reasonable.
- There will be a limit to 12 students in a classroom; PDE guidelines recommend no more than 25 students in a classroom when feasible.
- Each classroom will be provided with masks, disinfectant spray and hand sanitizer (if there isn't a sink in the classroom).
- Staff will wear masks at all times, except when in a classroom alone.
- Students will be taught to wear masks and expected to wear them when social distancing isn't feasible.
- Social distancing will be maintained when traveling between rooms.
- Students will stay in the same cohort all day.
- Water fountains will be turned off and bottled water will be provided for students.
- Students will use the restroom one at a time.
- Students will sit one student per seat in a row on the bus.

### ***Monitoring Student and Staff Health***

All students and staff will have their temperature taken when entering the building. If there is an elevated temperature, the individual will be sent to the nurse for further evaluation. Individuals with a fever of over 100 will be sent home by the school nurse. The parent will be asked to contact the child's physician and Chester County Health Department to determine if further assessment is warranted. If there are no other symptoms in addition to the fever and no additional medical interventions are needed, the student can return when at least 3 days (72 hours) has passed *since recovery is defined* as resolution of fever without the use of fever-reducing medications.

We will follow the state's guidance on protocol for when a student contracts COVID-19. Currently in the yellow phase, the PA Department of Health guidelines say that a student can return when at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. If there is a confirmed case and the individual is asymptomatic, the individual can return after 10 days have passed since the date of the first positive COVID-19 diagnostic test assuming they have not subsequently developed

symptoms since the positive test. If the student develops symptoms, then the symptom-based method should be used. A physician's note is required to return to school.

The Chester County Health Department will be notified of all suspected and/or confirmed COVID-19 cases and the district will follow its direction regarding contacting the staff and families. Administrators and nurses will be trained on the implementation of the protocols. Students do not need to return to the pilot program if they don't feel comfortable. Substitute staff will be provided for Staff not feeling comfortable returning to the pilot program.

- Staff and students' temperatures will be taken when entering the building.
- If staff or students have a temperature higher than 100, they will be sent home.
- CDC and Chester County Health Department guidelines will be implemented regarding returning to school including being fever free for 72 hours.
- If there is a suspected or confirmed case of COVID 19, we will follow the Chester County Health Department's direction regarding informing parents and staff.
- If a quarantine is required, the CDC and health department guidelines will be followed.

### ***Other Considerations for Students and Staff***

Staff will be required to wear masks at all times except when in the classroom alone. Students will be taught how to wear masks appropriately including how to put it on and take it off. Students will be encouraged to wear masks when social distancing isn't feasible. Staff will wear gloves when there is a possibility that bodily fluid may be transferred. Shared materials will be wiped with disinfectant between student use. CDC procedures for students who are at high risk will be followed. If students have medical plans as part of their IEP, student medical plans will be followed in addition to the CDC guidelines. Substitute teachers will receive training regarding the Health and Safety Plan. Behavior Supports will be provided to students as they transition to the in person program.

- If students have medical plans as part of their IEP, the medical plans will be implemented in addition to social distancing, frequent hand washing and disinfecting surfaces.
- CDC procedures for students who are at high risk will be followed.
- Additional safety measures will be put in place if there is a possibility of bodily fluids being transmitted including the availability to use face shields, gloves and gowns.

### ***Health and Safety Plan Professional Development***

- Staff will receive training in the following areas: proper use of masks for staff and students; appropriate hand washing, social distancing procedures; how to work with students when social distancing isn't feasible; updated CPI restraint procedures; cleaning shared surfaces in between daily custodial cleaning.

- Students will receive training in the use of masks, hand washing and how to social distance.
- Parents will receive an overview of the pilot and safety procedures that will be implemented.

***Health and Safety Plan Governing Body Affirmation Statement***

The Board of Directors/Trustees for **West Chester Area School District** reviewed and approved the Preliminary Health and Safety Plan for the Summer Pilot Program starting on July 6, 2020.

The plan was approved by a vote of:

**Yes** \_\_\_\_\_

**No** \_\_\_\_\_

Affirmed on: June 22, 2020

By:

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*(Signature\* of Board President)*

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*(Print Name of Board President)*