

Health and Safety Plan Summary: Buxmont Academy (Bethlehem, Feasterville, Pottstown, Sellersville, Woodlyn locations)

Anticipated Launch Date: **September 8, 2020**

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>	<ul style="list-style-type: none"> • Provide training to all staff on COVID-19 including cleaning related training for staff • End-of-day cleaning of all touch points in all areas including desks and chairs. • All spaces cleaned with hydrostatic cleaner 2x/month. • Ensure the following areas – bathrooms, common area touch points including but not limited to doorknobs, copiers, etc. are cleaned periodically throughout the day. • Desks and surfaces in classrooms to be cleaned upon new groups of students entering the room. • Water fountains will be closed. Students and staff will be encouraged to bring water bottles from home. • The HVAC system will be run longer throughout the day and evenings to help with fresh air exchange. • Windows will be opened, when safe to do so, to help with fresh air exchange. • Provide hand sanitizer in all classrooms, offices, and other high traffic areas throughout the buildings. • Provide teachers with spray bottles/ paper towels/sanitizing wipes to allow for cleaning of desks and materials between students. • Disinfectant wipes and/or CDC approved disinfectant spray and cleaning wipes will be available in all offices, computer labs, lobbies, and other common areas.

Requirement(s)	Strategies, Policies and Procedures
	<p>Emergency Response</p> <ul style="list-style-type: none"> • In the event of a symptomatic or confirmed COVID-19 case, the area(s)/materials used by the student or staff member will be closed for 24 hours when possible and cleaned. • The established quarantine space and bus (if student was transported) will also need to be cleaned by referral source transportation department. • Additional guidance will be sought from the Pennsylvania Department of Health. • School closure for deep cleaning may be necessary.

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>Within the Yellow/Green Phase</p> <ul style="list-style-type: none"> • <u>In person instruction will occur 5 days a week for all students with safety measures as listed below.</u> • Additionally, a completely virtual option will be available. <p>Classroom Configuration</p> <ul style="list-style-type: none"> • Classroom seating configurations will be altered to provide the maximum social distancing with as close to 6 feet of separation as possible between students. • Removal of non-essential furniture/equipment to help with social distancing • Teachers, counselors, and Interns must wear a mask or face shield. • Seating must be 6 feet apart for each student and adult in the room. • Portable plexiglass dividers will be utilized when students/staff must be within 6 ft. distance

Requirement(s)	Strategies, Policies and Procedures
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p> <p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p> <p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Cafeteria/Lunch</p> <ul style="list-style-type: none"> • Students will eat in classrooms with staff supervision • Students will eat outdoors when weather permits • Students will continue following physical distancing guidelines <p>Hand Sanitizer</p> <ul style="list-style-type: none"> • Hand sanitizer will be provided in every classroom, common area, and all other instructional spaces • Students will be encouraged to use safe, hand-washing technique and/or sanitizer upon arrival, before and after lunch, after bathroom visits, and when leaving or returning to the classroom. <p>Signage</p> <ul style="list-style-type: none"> • Proactive signage related to COVID-19 will be displayed in common areas, bathrooms, and on doors when entering building <p>Visitors and Volunteers</p> <ul style="list-style-type: none"> • Essential visitors and volunteers will be allowed only as deemed necessary by building administrator with health pre-screening questions. All visitors will submit to temperature check. All visitors will be required to sign in/sign out upon entering and exiting each of the school buildings.

Requirement(s)	Strategies, Policies and Procedures
<p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p>	<p>Physical Education</p> <ul style="list-style-type: none"> • Minimize use of shared equipment, eliminate where possible • Incorporate various non-contact physically distant games and activities
<p>Limiting the sharing of materials among students</p>	<p>Instructional Materials</p> <ul style="list-style-type: none"> • Materials must be cleaned between uses. • Materials may be mailed/delivered to students with no expectation to return these materials • Students will be issued technology to use for the entire day, when possible. Staff will provide cleaning materials and instructions for wiping down materials and surfaces on a daily basis.
<p>Staggering the use of communal spaces and hallways</p>	<p>Hallway Transitions</p> <ul style="list-style-type: none"> • Staggered dismissal between class time will be utilized wherever possible. • Students will be given verbal reminders to proceed to next class • Hallways/stairwells will be supervised by staff upon switching of classes or other movement throughout the school
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>Morning Arrival</p> <ul style="list-style-type: none"> • Upon arrival, buses will unload one at a time • Student driving their own vehicle will be approved on an individual basis • Students and staff will have temperature checked with non-contact thermometer before entrance into building

Requirement(s)	Strategies, Policies and Procedures
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<ul style="list-style-type: none"> • Students will report directly to first period classroom • Teachers, counselors will provide support to limit congregating and assist with attendance procedures <p>Afternoon Dismissal</p> <ul style="list-style-type: none"> • Student dismissal announced by bus arrival, one at a time <p>Classroom Size</p> <ul style="list-style-type: none"> • Classrooms will be limited in size to the smallest number possible. • Block schedule will be utilized to minimize transition times and allow both FTF(face-to-face) and virtual learners to access materials and receive direct instruction, if needed. <ul style="list-style-type: none"> • N/A <ul style="list-style-type: none"> • Virtual meetings will be encouraged over FTF meetings regarding IEP, intake, etc. unless other circumstances prevail.

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<ul style="list-style-type: none"> • Advise parents to perform a daily, self-monitoring COVID-19 symptoms check prior to coming to school. Parents report illness to school staff • Advise staff to perform a daily, self-monitoring COVID-19 symptoms check

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>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>*Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>prior to coming to work. Staff report illness to direct supervisor</p> <ul style="list-style-type: none"> • Advise parents to perform a daily, self-monitoring COVID-19 symptoms check prior to coming to school. • Advise staff to perform a daily, self-monitoring COVID-19 symptoms check prior to coming to work. • As needed, monitoring of individuals becoming ill during the school day will be done in a specific room for each school. • Identify students and staff at higher risk. • Encourage staff to stay home if they are sick and encourage parents to keep sick children home. • Allow more flexibility for student and staff attendance. • Closely monitor daily absence rates of students and staff. • Isolation areas will be provided for students or staff to be quarantined until they can be picked up and are expected to seek medical attention. • Students/staff exhibiting COVID-19 symptoms will be required to be tested. Students and staff will be readmitted after they have been cleared by their physician with a medical note. • The Executive Director/School Coordinator will notify all parents and staff of changes to the safety protocols and school closure via the messaging system, email, and the website. • For confirmed COVID-19 cases, or exposure, the Pennsylvania Department of Health will be contacted for further guidance. • Staff and student families exposed to confirmed cases will be notified while maintaining confidentiality

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p>	<ul style="list-style-type: none"> • Advise daily self-monitoring of students and staff prior to coming to school. • Encourage staff to stay home if they are sick and encourage parents to keep sick children home. • Adopt flexible attendance policies for students. • Educate parents on the availability of a completely cyber option. • Encourage high risk staff to work with HR on available options.
<p>* Use of face coverings (masks or face shields) by all staff</p>	<ul style="list-style-type: none"> • In accordance with the order from the Governor’s Office, a mask and/or face shield covering your mouth and nose must be worn in all public areas and in spaces with another person or people within 6 feet. Masks will be provided for all staff. Face shields will be provided for all instructional staff. Masks from home are appropriate. No person may enter a building without a mask. Signs will be placed at each entrance. Staff unable to wear a mask or face shield due to a specific health condition must discuss accommodations with HR.
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<ul style="list-style-type: none"> • IEP’s or 504 Service Plans will be developed/revised in collaboration to provide health and safety provisions for students with complex needs/vulnerable individuals.

Requirement(s)	Strategies, Policies and Procedures
Strategic deployment of staff	<ul style="list-style-type: none"><li data-bbox="834 258 1386 327">• Hiring of building subs to provide class coverage as needed