Northwest Area School District Phased School Reopening Health and Safety Plan

The Northwest Area School District recognizes that our schools are a critical community institution serving over 1,000 students. The threat of a highly infectious outbreak in our schools could be detrimental to the community. By following this COVID-19 Health and Safety Plan, we are dedicated to reducing the miscommunications that may encompass the chaotic nature of an outbreak of any highly infectious illness.

This plan outlines Northwest Area School District's strategy in preparing for, responding to, and recovering from a pandemic, specifically COVID-19, in a collective, community approach. It serves as a guide for the safe reopening of the schools in the Northwest Area School District **This is a fluid document, based on local, state and federal guidelines that will continue to develop over time.**

This document contains supplemental information from the Pennsylvania Department of Health (DOH), the Center for Disease Control (CDC), the Pennsylvania Department of Education (PDE), American Academy of Pediatrics (APA), Giesinger Medical.

The Northwest Area School District Health and Safety Plan was created in accordance with advice provided by District medical consultants.

PURPOSE

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:

● Maximize the protection of lives while minimizing educational and social disruption while reducing morbidity and mortality.

 ● Enable Northwest Area School District to continue to operate and provide services as normally and effectively as possible with minimal academic and economic losses.

● The response of NASD will be directed by the Pennsylvania Department of Health and the Pennsylvania Department of Education's direction and guidance. This plan coordinates federal, state, and local agencies.

 ● Continue the essential core operations of the Northwest Area School District in the event of increased staff/student absences.

● Establish and maintain a coordinated command system to enable effective, timely, and sensitive decision making regarding continuity of student learning needs to remain the core value and focal point.

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● Develop a communications plan to ensure that students, parents, and staff receive timely and accurate information regarding disease prevention strategies and infection control strategies.

● Prepare and provide resources for mental health/crisis service needs of staff, students and families.

Likely Realities and Constraints

Our current situation may seem unpredictable; however, we believe that there are some likely realities that our staff, students, and families can anticipate. Some of those realities help our plans to reopen, while others may make it more challenging and constrain our efforts. It is important, as we plan, for everyone to be on the same page about what is likely so we can focus most of our effort on the most likely circumstances, while still ensuring that we plan for the various "what if" scenarios.

1. The virus will not disappear by September, but its level of spread may change. Covid-19 will be present throughout the summer and fall, although the size and localization of the outbreak is to be determined and may change as businesses and communities reopen. Knowing that the number of cases is not a fixed amount, the District will remain committed to adjusting its approach based on the reality of the virus' spread in the region.

2. The availability of Covid-19 testing will improve, but unclear by how much. The state's capacity for Covid-19 testing is improving by the week and can likely support all those requesting tests by September, but it is unclear how frequently re-testing can occur, or when antibody tests will be available at scale.

3. Schools will open for in-person learning in August. Students will begin returning to school on August 31 and in-person instruction will be offered in schools. It is likely, however, that schedules, classroom spaces, and day-to-day operations will be adjusted to allow for social distancing and smaller groupings.

4. Virtual instruction will be an option. Even with schools opening in August for in-person instruction, Northwest Area School District will continue to offer virtual learning to students. These options, however, are predicated on the state providing districts more flexibility regarding instructional days.

SCOPE

The scope of this Health and Safety Plan covers district reopening as it pertains to COVID-19 (Coronavirus).

COVID-19 (Coronavirus) – Symptoms of COVID-19 have reportedly had mild to severe respiratory illness accompanied with fever, cough, and shortness of breath. Symptoms may appear 2-14 days after exposure. The virus is spread person-to-person between people within close contact (about 6 feet), via respiratory droplets produced when an infected person sneezes or coughs, and these droplets can land in the mouths or noses of people who are nearby where

the droplets are inhaled into the lungs. Transmission may also be possible through contact with contaminated surfaces, but this is not thought to be the main way of transmission.

People with these symptoms may have COVID-19:

Fever or chills
Cough
Shortness of breath or difficulty breathing
Fatigue
Muscle or body aches
Headache
New loss of taste or smell
Sore throat
Congestion or runny nose
Nausea or vomiting
Diarrhea

https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html

(Appendix A)

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Health and Safety Plan: NORTHWEST AREA SCHOOL DISTRICT

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](.).(Appendix B) 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?

- ☒ 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 31, 2020

Northwest Area School District is hopeful to bring back all students on August 31st for traditional school. The district will follow strict CDC guidelines, social distancing, personal hygiene, masks to be worn when not able to have 6 feet of distance or in high traffic communal areas such as hallways. The district will also have a plan to have students who are not comfortable coming back to school opt into a virtual educational system, one that is synchronous and the other an asynchronous model.

Our stakeholders have been given multiple surveys to fill out as information changed from one month to another. Approximately 80 percent of our families responded to the surveys. The method of communication to our families and community will be in many forms. We will use our phone system, digital app., web site, and a You Tube TV presentation to promote our plan. We will also release our plan to the local newspaper for production. We will encourage our stakeholders to call the school or email your building administrator with questions or concerns.

The District will continue to monitor the situation in realms of COVID19 outbreaks and work in conjunction with our local department of health, the Luzerne intermediate Unit, CDC, Governor's Office, and PDE to determine any closures of schools or a prompt change in schedule.

Pandemic Coordinator/Team

Pandemic Coordinator: **Joseph Long, Superintendent**

Assistant Coordinators: **Ryan Miner, HS Principal**
                              Cassidy Shults, Elementary Principal

- **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	STAKEHOLDER GROUP	PANDEMIC TEAM ROLE AND RESPONSIBILTY
Joseph Long	Superintendent	Both
Ryan Miner	Administration	Both
Cassidy Shults	Administration	Both
Matt Mills	Co-Curricular	Both
Mary Agnes Kratz	Special Education	Both
Adam Sorber	Transportation/Technology	Both
Kristy Straub	Business Manager	Both
Barry Shoemaker	Building and Grounds	Both
Angela Evans	Solicitor	Both
Clement Benson	Board of Education	Plan Development
Carmella Shiptoski	Nurse/Health	Plan Development
Vito Malacari	Faculty	Plan Development
Diane Mushal	Support Staff	Plan Development
Amy Carle	Parent Representative	Plan Development

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?

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? (Appendix C)
- 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?

Requirements	Action Steps Yellow Phase	Action Steps Green Phase	Lead Individual/ Position	Materials, Resources, and or Supports Needed	PD required Y/N
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	Increased use of PPE required (masks, gloves, face-shields) Increase Social Distancing & Hygiene Practices The district will follow the CDC's Guidance for Cleaning & Disinfecting Schools CDC Guidance for Cleaning and Disinfecting Schools Clean and disinfect frequently touched surfaces and objects within the school and on buses at least daily, including door handles, sink handles, and drinking fountains. No use of water fountains will be allowed. Students will	Increased use of PPE required (masks, gloves, face-shields) Increase Social Distancing & Hygiene Practices The district will follow the CDC's Guidance for Cleaning & Disinfecting Schools CDC Guidance for Cleaning and Disinfecting Schools Clean and disinfect frequently touched surfaces and objects within the school and on buses at least daily, including door handles, sink handles, and drinking	Barry Shoemaker, Director of Building and Grounds	PPE CDC Website COVID-19 Daily Cleaning List COVID-19 Weekly Cleaning List Custodial Supervisor Inspection Form	YES Faculty, admin, and support staff will be trained on all methods being used to maintain safety

	be encouraged to bring their own drinks to school Develop and supervise the daily cleaning of schools list.	fountains. No use of water fountains will be allowed. Students will be encouraged to bring their own drinks to school Develop and supervise the daily cleaning of schools list.			
Other cleaning, sanitizing, disinfecting, and ventilation practices	Weekly use of List of cleaning Materials.	Weekly use of List of cleaning Materials.	Barry Shoemaker, Director of Building and Grounds	Custodial Staff Cleaning Materials List	Yes Professional Cleaner will come into to PD for staff

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?

Requirements	Action Steps Yellow Phase	Action Steps Green Phase	Lead Individual/ Position	Materials, Resources, and or Supports Needed	PD required Y/N
* **Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible**	If we decide to bring students to school under yellow phase: Schedules should be as static as possible by having the same group of students with the same group of staff based on age and developmental level. Restrict interactions between groups of students Staggered (A/B) schedule to limit the number of individuals in a classroom or other space. Athletics/Extra Curricular	Option #1: Bring all students in and start school traditionally with CDC guidelines being followed where feasible. Option #2 Staggered (A/B) schedule to limit the number of individuals in a classroom or other space Schedules should be as static as possible by having the same group of students with the same group of staff based on age and developmental level. Restrict interactions between groups of	Building Principal	Building Schedule	YES

	would stop pending further guidance from PDE, PIAA, Governor, and CDC. (See Resocialization of Athletes Plan)

Hold classes in gyms, auditoriums, other large spaces, when possible.

Design desks to create safe distance of six feet when possible. Use tables to full extent for distancing. | students

Limit the number of individuals in a classroom or other space.

Limit gatherings, events and extracurricular activities to those that can maintain social distancing. Follow guidelines setup by PDE, CDC, Governor and the PIAA.

Hold classes in gyms, auditoriums, other large spaces, when possible.

Design desks to create safe distance of six feet when possible. Use tables to full extent for distancing. | | | |
| *** Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms** | Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.

Lunch room in High School can accommodate a class at a time and maintain social distancing.

Masks will not be worn once a child sits to eat.

Alternate eating sites, such as, class rooms will be used to maintain social distancing.

Pre-packaged meals or | Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages.

Lunch room in High School can accommodate a class at a time and maintain social distancing.

Masks will not be worn once a child sits to eat.

Alternate eating sites, such as, class rooms will be used to maintain social distancing.

Pre-packaged meals or | Building Principals

Deanna Yonki

Director of Food Service | | YES |

	meals contained in Styrofoam servers to be used.	meals contained in Styrofoam servers to be used.			
* **Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices**	All staff will be trained on healthy hygiene practices so they can teach these to students. Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. CDC - handwashing resources that include health promotion materials, information on proper handwashing technique, and tips for families to help children develop good handwashing habits. Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.	All staff will be trained on healthy hygiene practices so they can teach these to students. Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. CDC - handwashing resources that include health promotion materials, information on proper handwashing technique, and tips for families to help children develop good handwashing habits. Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.	Superintendent Building Principal Health Teachers Nurse	Soap Hand Sanitizer CDC Handouts Videos uploaded to Web Site Power Point Slide Production	Yes
* **Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs**	Post CDC Germs Are Everywhere and Wash Your Hands Posters in all District Cafeterias and Restrooms and other high traffic areas. CDC Germs are	Post CDC Germs Are Everywhere and Wash Your Hands Posters in all District Cafeterias and Restrooms and other high traffic areas. CDC Germs are	Superintendent Building Principal Health Teachers	CDC Handouts CDC Posters	Yes

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	Everywhere CDC Wash Your Hands See Attached Posters	Everywhere CDC Wash Your Hands See Attached Posters	Nurse		
* **Identifying and restricting non-essential visitors and volunteers**	Restrict nonessential visitors, volunteers, and activities that involve other groups. No outside individuals renting facilities. Do not schedule large group activities including but not limited to assemblies, concerts, and theater. Extra-Curricular follows Resocialization of Athletes Procedures.	Restrict nonessential visitors, volunteers, and activities that involve other groups. No outside individuals renting facilities. Limit large group activities such as extracurricular in accordance with PIAA and Local Guidelines. Ensure all large group activities including, but not limited to assemblies, concerts, and theater shows follow social distancing guidelines. (250 max)	Superintendent Building Principal		
* **Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports**	Physical Education Select and provide safe opportunities for exercise and sports events for students. Consider; ● Physical proximity of players ● Amount of touching of shared equipment ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of team. Train teachers, coaches,	Physical Education Select and provide safe opportunities for exercise and sports events for students. Consider; ● Physical proximity of players ● Amount of touching of shared equipment ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of team. Train teachers, coaches,	Building Principals Phys. Ed Chair Nurse Building and Grounds	Playground Equipment Cleaning Supplies	Yes Staff Phys. Ed

	officials, and staff on all safety protocols. Recess Consider Indoor for Safety Limit recreation areas to open spaces. Greatly restrict or eliminate use of playground structures. Ensure adequate playground equipment (balls, jump ropes, etc.) to limit the sharing of items or limit to one group of students at a time and disinfect between uses. Limit team sports and group games following social distancing guidelines.	officials, and staff on all safety protocols. Recess Consider Indoor for Safety Limit recreation areas to open spaces. Greatly restrict or eliminate use of playground structures. Ensure adequate playground equipment (balls, jump ropes, etc.) to limit the sharing of items or limit to one group of students at a time and disinfect between uses. Limit team sports and group games following social distancing guidelines.			
Handling Music Activities and Classes	Follow Covid-19 Instrument Cleaning Policies. Teachers will provide students instruction on these cleaning policies prior to resuming instrumental music lessons or classes. Covid-19 Instrument Cleaning Policies Attached Appendix D Select and provide safe opportunities for music instruction for students. Consider; ● Physical proximity of students. ● Use of appropriate facilities to accommodate	Follow Covid-19 Instrument Cleaning Policies. Teachers will provide students instruction on these cleaning policies prior to resuming instrumental music lessons or classes. Covid-19 Instrument Cleaning Policies Attached Appendix D Select and provide safe opportunities for music instruction for students. Consider; ● Physical proximity of students. ● Use of appropriate facilities to accommodate	Building Principals Music Chairs	Cleaning Instructions for COVID19	Students

	social distancing. ● Amount of touching of shared equipment. ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of group.	social distancing. ● Amount of touching of shared equipment. ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of group.			
Limiting the sharing of materials among students	Clean and disinfect shared items between uses Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or other areas. Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit to one group of students at a time and disinfect in between use. ● Textbooks that are shared ● Technology ● Art Supplies ● PE Equipment Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.	Clean and disinfect shared items between uses Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or other areas. Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit to one group of students at a time and disinfect in between use. ● Textbooks that are shared ● Technology ● Art Supplies ● PE Equipment Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.	Building Principals Teachers Building and Grounds	Cleaning Materials Cubbies, Personal Space, Desk Area	
Staggering the use of communal spaces and hallways	Create one-way traffic patterns in hallways and stairwells. Separate students within common areas. ● Arrival	Create one-way traffic patterns in hallways and stairwells. Separate students within common areas. ● Arrival	Building Principals Teachers	Schedules	

	● Dismissal Lines ● Lunch Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held.	● Dismissal Lines ● Lunch Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held.			
Adjusting transportation schedules and practices to create social distance between students	Routes will be developed, paying particular attention to balancing student ridership. Students will be encouraged to wear masks as per CDC and state guidelines. Extracurricular and Educational field trips will be limited. Roof hatches and windows will be opened whenever possible to allow for the best ventilation. School buses and vehicles will be disinfected after each run.	Routes will be developed, paying particular attention to balancing student ridership. Students will be encouraged to wear masks as per CDC and state guidelines. Extracurricular and Educational field trips will be limited. Roof hatches and windows will be opened whenever possible to allow for the best ventilation. School buses and vehicles will be disinfected after each run.	Adam Sorber Transportation Building Principals	Schedules Website Northwest App	
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	To the extent feasible, students should be socially distanced six feet apart pursuant to CDC and PDE guidelines. If six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. In addition the use of an A/B schedule to limit the number of students in the building daily. Identify small groups and keep them together (cohorting). In elementary teachers will change class, not the students. Ensure that student and staff groupings are as	To the extent feasible, students should be socially distanced six feet apart pursuant to CDC and PDE guidelines. If six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. In addition the use of an A/B schedule to limit the number of students in the building daily. Identify small groups and keep them together (cohorting). In elementary teachers will change class, not the students. Ensure that student and staff groupings are as static as possible by	Building Principals Teachers	Schedules	

	static as possible by having the same group of children stay with the same staff (all day for young children, as much as possible for older children). Limit mixing between groups if possible. Restrict interactions between groups of students.	having the same group of children stay with the same staff (all day for young children, as much as possible for older children). Limit mixing between groups if possible Restrict interactions between groups of students.		
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	Transportation schedules will be shared with local day cares and will be available on our website. Working with local childcare facilities on the flexibility of our schedule and theirs to service our community.	Transportation schedules will be shared with local day cares and will be available on our website. Working with local childcare facilities on the flexibility of our schedule and theirs to service our community.	Adam Sorber Transportation Building Principals	Schedules Website Northwest App

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 will the monitoring take place?

● When and how frequently will the monitoring take place?

● 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? What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?

● 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?

Requirements	Action Steps Yellow Phase	Action Steps Green Phase	Lead Individual/ Position	Materials, Resources, and or Supports Needed	PD required Y/N
* Monitoring students and staff for symptoms and history of exposure	Our first line of defense is at home with our parents and staff Symptom screening will be done by parents/guardians at home each morning before the school day. No children with symptoms should be sent on a bus or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill. Temperature screening would be conducted with students upon arrival using a thermal screener. Currently, this is optional under CDC regulations. Per the CDC, children may be less likely to present with fever as the initial symptom. Any student in question would be asked to visit the nurse for assessment and symptom screening, including a questionnaire about health and history of exposure. Ongoing symptom surveillance through the health offices includes routine symptom monitoring checks, tracking of symptoms, absenteeism pattern	Our first line of defense is at home with our parents and staff Symptom screening will be done by parents/guardians at home each morning before the school day. No children with symptoms should be sent on a bus or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill. Temperature screening would be conducted with students upon arrival using a thermal screener. Currently, this is optional under CDC regulations. Per the CDC, children may be less likely to present with fever as the initial symptom. Any student in question would be asked to visit the nurse for assessment and symptom screening, including a questionnaire about health and history of exposure. Ongoing symptom surveillance through the health offices includes routine symptom monitoring checks, tracking of symptoms, absenteeism pattern	Building Principal Nurse Teacher	Thermal Screener No Touch Thermometers Isolation Room	YES

	monitoring, and disease surveillance. Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Nurse with administration will develop a questionnaire that will address possible exposure to COVID 19. Education will be provided regarding protocols for staff self-screening and self reporting. Health professional in collaboration with administration would determine the correct course of action. The District will share resources with the school community to help families understand when to keep children home. Parent letters, fliers, and any CDC related information will be sent home to parents. This information will include warning signs of symptoms, up to date case information, what to do if they think they or their child may have COVID or have been exposed to COVID. School contact person for questions, concerns, positive case, etc. A verification sheet that parents can sign at start of school year that they	absenteeism pattern monitoring, and disease surveillance. Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Nurse with administration will develop a questionnaire that will address possible exposure to COVID 19. Education will be provided regarding protocols for staff self-screening and self-reporting. Health professional in collaboration with administration would determine the correct course of action. The District will share resources with the school community to help families understand when to keep children home. Parent letters, fliers, and any CDC related information will be sent home to parents. This information will include warning signs of symptoms, up to date case information, what to do if they think they or their child may have COVID or have been exposed to COVID. School contact person for questions, concerns, positive case, etc. A verification sheet that parents can sign at start			

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	are receiving this information Communicate to parents that they place value in the numbers listed on emergency card, must be available for student pickup in a timely fashion. AAP When to Keep Your Child Home (Appendix E)	of school year that they are receiving this information Communicate to parents that they place value in the numbers listed on emergency card, must be available for student pickup in a timely fashion. AAP When to Keep Your Child Home (Appendix E)			
* Isolating or quarantining students or staff, if they become sick or demonstrate a history of exposure	Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people as provided by CDC. What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection. The nurse, wearing appropriate PPE, should conduct a full assessment of student/staff member, including a temperature check and investigation of pre-existing conditions or the possibility of exposure. Health office protocols will be followed. Arrange for student/staff to be sent home as soon as possible.	administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people as provided by CDC. What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection. The nurse, wearing appropriate PPE, should conduct a full assessment of student/staff member, including a temperature check and investigation of pre-existing conditions or the possibility of exposure. Health office protocols will be followed. Arrange for student/staff to be sent home as soon as possible.			

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	Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting. Recommended 24 hour period of not to use area. If teacher/student tests positive, local health officials should be contacted, staff should be alerted of positive case while trying to maintain confidentiality. Recommendations per the PADOH will be followed. Throughout the process a system of confidentiality will have to be developed as to maintain the privacy of the student or staff member. The school shall never release the name of any student or staff member showing signs or having a positive test for COVID 19. If a student/teacher is sent home under the suspicion of COVID the following should occur before returning to school: Medical Professional Clearance to return In case of positive case: 1. Local Health Department notification 2. Medical Professional Clearance Return Form 3. Discontinue home isolation	Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting. Recommended 24 hour period of not to use area. If teacher/student tests positive, local health officials should be contacted, staff should be alerted of positive case while trying to maintain confidentiality. Recommendations per the PADOH will be followed. Throughout the process a system of confidentiality will have to be developed as to maintain the privacy of the student or staff member. The school shall never release the name of any student or staff member showing signs or having a positive test for COVID 19. If a student/teacher is sent home under the suspicion of COVID the following should occur before returning to school: Medical Professional Clearance to return In case of positive case: 1. Local Health Department notification 2. Medical Professional Clearance Return Form 3. Discontinue home isolation per			

	per CDC/PADOH guidelines (14 day quarantine)	CDC/PADOH guidelines (14 day quarantine)			
* Returning isolated or quarantined staff or students, to school	Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation conditions: 10 days from the onset of symptoms . Resolution of fever without the use of fever-reducing medications for the previous 72 hours. Improvement in respiratory symptoms (e.g., cough, shortness of breath) OR Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥24 hours apart (total of two negative specimens)	Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation conditions: 10 days from the onset of symptoms . Resolution of fever without the use of fever-reducing medications for the previous 72 hours. Improvement in respiratory symptoms (e.g., cough, shortness of breath) OR Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥24 hours apart (total of two negative specimens)			
Notifying staff, families, and the public of school closures and within-school year changes in safety protocols	Post Health and Safety Plan on NASD Website. Provide regular update information on NASD website and in parent flyers/letters. Prepare parents and families for remote learning if school is temporarily dismissed	Post Health and Safety Plan on NASD Website. Provide regular update information on NASD website and in parent flyers/letters. Prepare parents and families for remote learning if school is temporarily dismissed			

Other Considerations for Students and Staff

Key Questions ● How will you determine which staff are willing/able to return? 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?

● 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 address staff who are ill, or who have family members who have become ill?

● 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?

Requirements	Action Steps Yellow Phase	Action Steps Green Phase	Lead Individual/ Position	Materials, Resources, and or Supports Needed	PD required Y/N
Protecting students and staff at higher risk for severe illness	Cancel all non-essential travel. The district will follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act	Cancel all non-essential travel. The district will follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act	Superintendent Solicitor Building Principals Faculty		
Use of face coverings (masks or face shields) by all staff and students	As per directive from the Pennsylvania Dept. of Health that masks must be worn at all times. All staff will be provided with face shields or clear masks to teach with in their classrooms. They will be required to wear them especially when the six feet of social distancing cannot be met. **Students, at this time**	As per directive from the Pennsylvania Dept. of Health that masks must be worn at all times. All staff will be provided with face shields or clear masks to teach with in their classrooms. They will be required to wear them especially when the six feet of social distancing cannot be met. **Students, at this time**	Building Principals Teachers Nurse		

	are not required to wear their masks at all times. **They must have a mask on in the following areas:** Riding the school bus. Entering/exiting the building Communal areas such as hallways and bathrooms In class when working in groups and social distancing cannot be met. **According to the Pa. Dept. of Health:** **Schools may allow students to remove their face coverings when students are:** Eating or drinking when spaced at least 6 feet apart; Seated at desks or assigned work spaces at least 6 feet apart; or Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.). Students with disabilities that prevent them from wearing a mask will not be required to do so.	**are not required to wear their masks at all times.** **They must have a mask on in the following areas:** Riding the school bus. Entering/exiting the building Communal areas such as hallways and bathrooms In class when working in groups and social distancing cannot be met. **According to the Pa. Dept. of Health:** **Schools may allow students to remove their face coverings when students are:** Eating or drinking when spaced at least 6 feet apart; Seated at desks or assigned work spaces at least 6 feet apart; or Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.). Students with disabilities that prevent them from wearing a mask will not be required to do so.			
Unique safety protocols for students with complex needs or other vulnerable individuals	Extra precautions in low incidence programs (AS, MDS, SFLS, LSS). Servicing students in low incidence programs can be problematic due to, but not limited to, students with medical concerns, students not understanding the	Extra precautions in low incidence programs (AS, MDS, SFLS, LSS). Servicing students in low incidence programs can be problematic due to, but not limited to, students with medical concerns, students not understanding the	Building Principals Teachers Nurse		

	importance of wearing a mask, students unable to maintain proper social distance, students requiring hand-over-hand instruction and support, students requiring assistance with feeding or toileting. For these reasons, extra precautions will be implemented. These precautions include: If a sink is available in the classroom, staff should thoroughly wash hands immediately before and after working with a student. Avoid the use of communal objects for student reinforcement. If such objects are used with multiple students, each object should be disinfected immediately before and after student use. Personal student iPads/AAC devices should be disinfected each time a student enters or exits the classroom. The district's feeding protocol should be followed when feeding students. Staff should wear gloves when feeding students. Bathrooms and changing tables should be disinfected before and after student use. Limit students to one at a time. Students should be assisted with hand-	importance of wearing a mask, students unable to maintain proper social distance, students requiring hand-over-hand instruction and support, students requiring assistance with feeding or toileting. For these reasons, extra precautions will be implemented. These precautions include: If a sink is available in the classroom, staff should thoroughly wash hands immediately before and after working with a student. Avoid the use of communal objects for student reinforcement. If such objects are used with multiple students, each object should be disinfected immediately before and after student use. Personal student iPads/AAC devices should be disinfected each time a student enters or exits the classroom. The district's feeding protocol should be followed when feeding students. Staff should wear gloves when feeding students. Bathrooms and changing tables should be disinfected before and after student use. Limit students to one at a time. Students should be assisted with hand-	Special Education Director		

	washing. Students should be encouraged to wear masks while in common areas such as the hallway. Students should be encouraged not to touch walls and fixtures when in hallways.	washing. Students should be encouraged to wear masks while in common areas such as the hallway. Students should be encouraged not to touch walls and fixtures when in hallways				
Strategic deployment of staff	Identify critical job functions and positions, and plan for alternative coverage by cross-training staff	Identify critical job functions and positions, and plan for alternative coverage by cross-training staff				

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended.

For each item that requires professional development, document the following components of your professional learning plan.

● Topic: List the content on which the professional development will focus.

● Audience: List the stakeholder group(s) who will participate in the professional learning activity.

● Lead Person and Position: List the person or organization that will provide the professional learning.

● Session Format: List the strategy/format that will be utilized to facilitate participant learning.

● Materials, Resources, and or Supports Needed: List any materials, resources, or support required to implement the requirement.

● Start Date: Enter the date on which the first professional learning activity for the topic will be offered.

● Completion Date: Enter the date on which the last professional learning activity for the topic will be offered

TOPIC	AUDIENCE	LEAD PERSON AND POSITION	SESSION FORMAT	MATERIALS RESOURCES SUPPORTS	START DATE	COMPLETE DATE
Cleaning, sanitizing, disinfecting, and	Cleaners	Barry Shoemaker	Staff Meeting	Handouts		

Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students	Cleaners Janitorial Staff Teacher Rep Aide Rep	Barry Shoemaker Director of Building And Groups	Staff Meeting With Professional Company	Handouts Demonstration	
Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students	Cleaners Janitorial Staff Teacher Rep Aide Rep	Barry Shoemaker Director of Building And Groups	Staff Meeting With EcoLab Rep	Handouts Demonstration	
Healthy Hygiene Practices	All Staff	Building Principal	Online Education	Videos	
Implementing the NASD Health and Safety Plan for Principals/Admin	Administration	Superintendent Nurse Solicitor	In-Person Training		
Implementing the NASD Health and Safety Plan	All Staff	Superintendent Nurse Building Principal	In-Person Training		
Physical Education	PE Staff	Nurse Building Principal	IN-Person Training		
Re-Socialization Of Athletes/Extra Curricular	Coaches Band Advisors Theatre	Athletic Director	IN-Person Training		
COVID-19 Health and Safety Plan Discussion	Superintendent Admin Nurse	Admin	In-Person Training	Giesinger Health Officials	
COVID-19 Health and ~~Safety Plan~~	All Nurses	Nurse	In-Person ~~Training~~	Giesinger ~~Health~~	

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Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and

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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
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	Position	Mode of Communication	Start Date	End Date
2020-2021 District Instructional Options	Staff Parents/Guardians Students Communities	Joseph Long	Superintendent	Video Message You Tube		
Board of Directors COVID-19 Update	NASD Board of Education	Joseph Long	Superintendent	Email Committee Meetings Board Reports	Ongoing	
Superintendents' Advisory Committee (SAC) Meeting	Staff Faculty	Joseph Long	Superintendent	Google Meet		
Parent Survey Return to School Survey	Parents/Guardians	Admin	Admin	Google Survey	June 2020 July 2020	
District Reopening Letter	Parents/Guardians	Joseph Long	Superintendent	Letter	Multiple Dates	
Building Reopening Letter	Parents/Guardians	Admin	Admin	Letter	July, 2020	
Parent/Guardian Updates Staff Updates	Staff Faculty Parents/Guardians Students	Admin	Admin	Website Northwest App Phone Message Letters Video Presentation Email	Ongoing	
Dept. of Health Communication PDE Communication CDC/PA Dept. Of Health Communication	Staff Faculty Parents/Guardians Students	Admin	Admin	Website Northwest App Phone Message Letters Video Presentation Email	Ongoing	Ongoing
	Staff Faculty Parents/Guardians Students	Admin	Admin	Website Northwest App Phone Message Letters Video Presentation	Ongoing	Ongoing

			Email		

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Northwest Area School District reviewed and approved the Phased School Reopening Health and Safety Plan on July 15, 2020. The plan was approved by a vote of:

Yes _____

No _____

 Affirmed on: July 15, 2020
By:

_____
(Signature of Board President)

Leigh Bonczewski
(Print Name of Board President)