



pennsylvania

DEPARTMENT OF EDUCATION

ARP ESSER Health and Safety Plan Guidance & Template

Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
 - a. Universal and correct wearing of masks;
 - b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);

- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

Health and Safety Plan Summary: Circle of Seasons Charter School

Initial Effective Date: July 1, 2021

Date of Last Review: June 24, 2021

Date of Last Revision: June 24, 2021

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

Circle of Seasons Charter School will support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening of school facilities in order to continuously and safely open and operate our school for in-person learning for the 2021-22 school year. We will support prevention and mitigation by closely following CDC and Pennsylvania Departments of Health and Education guidance. Careful monitoring of local COVID data will determine the strategies that will be in place. Current numbers are at low or moderate levels of transmission, indicating that Circle of Seasons will be open for full in-person instruction when school resumes August 9, 2021.

- 3-foot physical distancing will be observed with special scheduling arranged to allow for 6-foot distancing during lunch periods.
- See Mask requirement options below. Option A was approved.
- Handwashing, hand sanitizing, bathroom usage (room occupancy) and respiratory etiquette protocols will continue
- Cleaning protocols will continue as they did in the 2020-21 school year • Modified contact tracing will continue, with staff asked to informally note their and their students' interactions throughout the school day should a formal contact tracing report be requested

Should numbers move into substantial or high transmission levels, hybrid learning modes would resume in accordance with CDC and Pennsylvania Departments of Health and Education guidance.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

Circle of Seasons will ensure continuity of services via full in-person learning while in low and moderate community COVID transmission levels. Should numbers move into substantial or high transmission levels, hybrid learning modes would resume in

accordance with CDC and Pennsylvania Departments of Health and Education guidance. Students' academic needs will be met via hybrid learning modes that may include reduced attendance in-person learning combined with remote learning using remote learning platforms previously established. The social emotional, mental health, and other related needs of school staff and students will be served by staff following established programming, processes, systems, and protocols including the COS Multi-Tiered Systems of Support for Academic, Behavioral, and Speech and Language needs, the COS Special Education program including adherence to Individualized Education Plans, the Student Assistance Program, Safe 2 Say Something systems, and the school health program and staff.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

Strategies, Policies, and Procedures	
ARP ESSER Requirement	<p>**All members of the COS community (as well as non-staff/non-student guests permitted to visit the campus during low community transmission only) will follow the following procedures:</p>
<p>a. Universal and correct wearing of <u>masks</u>;</p>	<p>NOTE: The order requiring masks for unvaccinated and partially vaccinated individuals will end June 28 or when 70 percent of adults in Pennsylvania are fully vaccinated, whichever comes first.</p> <p>After the order ends, local education agencies (LEAs) will have the authority to determine their own masking policy. LEAs should review the <u>guidance from the Centers for Disease Control and Prevention (CDC) in making these decisions</u>.</p> <p>OPTION A: As the universal mask mandate will have been lifted across the state of Pennsylvania as of June 28, 2021, Circle of Seasons students and staff will not be required to wear masks on campus during low community COVID transmission level. Masks will be optional for all members of our school community. Members of our community can always exercise the option of wearing a mask at any time.</p> <p>Conditions:</p> <ul style="list-style-type: none"> – Low community transmission only – 3-foot physical distancing (6-foot for snack & lunch times)

Strategies, Policies, and Procedures

ARP ESSER Requirement

**All members of the COS community (as well as non-staff/non-student guests permitted to visit the campus during low community transmission only) will follow the following procedures:

- Maximum ventilation indoors
- Cleaning & sanitizing protocols
- Handwashing, sanitizing, & respiratory etiquette

Universal and correct use of masks for all

Conditions:

- Moderate, Substantial, or High community transmission only
- 3-foot physical distancing (6-foot for snack & lunch times)
- Maximum ventilation indoors
- Cleaning & sanitizing protocols
- Handwashing, sanitizing, & respiratory etiquette

OPTION B:

As the universal mask mandate will have been lifted across the state as of June 28, 2021, Circle of Seasons students and staff who are **fully vaccinated will not be required to wear masks on campus**. This option will be available to students in grades 6-8 and all staff members who are fully vaccinated. This option will be available for grades K-5 students when full vaccinations are available to this age group. Fully vaccinated members of our community can always exercise the option of wearing a mask at any time.

Conditions:

- Low and Moderate community transmission only
- 3-foot physical distancing
- Maximum ventilation indoors
- Cleaning & sanitizing protocols
- Handwashing, sanitizing, & respiratory etiquette

Universal and correct use of masks for all

Conditions:

- Substantial or High community transmission only
- 3-foot physical distancing (6-foot for snack & lunch times)
- Maximum ventilation indoors
- Cleaning & sanitizing protocols
- Handwashing, sanitizing, & respiratory etiquette

Strategies, Policies, and Procedures	
ARP ESSER Requirement	<p>**All members of the COS community (as well as non-staff/non-student guests permitted to visit the campus during low community transmission only) will follow the following procedures:</p>
	<p>OPTION C: Universal and correct use of masks for all <i>Conditions:</i></p> <ul style="list-style-type: none"> – All levels of community transmission – 3-foot physical distancing – Maximum ventilation indoors – Cleaning & sanitizing protocols – Handwashing, sanitizing, & respiratory etiquette
<p>b. Modifying facilities to allow for <u>physical distancing</u> (e.g., use of cohorts/podding);</p>	<p>Classroom furniture has been minimized and rearranged to ensure adequate 3-foot student spacing and improve access for cleaning and disinfection.</p> <p>During low and moderate community COVID transmission levels, 3-foot physical distancing will be observed with special scheduling arranged to allow for 6-foot distancing during lunch periods. Students will not be cohorted or podded. Classrooms will remain open (minimal furnishings) to allow for full class use of spaces with 3-foot physical distancing.</p> <p>During substantial and high community COVID transmissions levels, students may be cohorted and podded in a hybrid learning mode <i>in accordance with CDC and Pennsylvania Departments of Health and Education guidance.</i></p>
<p>c. <u>Handwashing and respiratory etiquette</u>;</p>	<p>Handwashing (routine bathroom visitations), hand sanitizing, and respiratory etiquette (sneezing, use of tissues, etc.) will continue to be followed in all environments at all levels of COVID transmission in the community</p>
<p>d. <u>Cleaning and maintaining healthy facilities, including improving</u></p>	<p>COS will continue current cleaning protocols in shared spaces and regularly disinfect high traffic areas.</p> <p>Classrooms will be ventilated to the fullest capacity possible.</p>

Strategies, Policies, and Procedures

ARP ESSER Requirement

**All members of the COS community (as well as non-staff/non-student guests permitted to visit the campus during low community transmission only) will follow the following procedures:

ventilation:

Circle of Seasons Charter School will follow guidance from government and industry sources to ensure proper cleaning, sanitizing, disinfection and ventilation practices.

Through a combination of operational changes, as well as increasing cleaning frequency of equipment, we can reduce the likelihood of viral transmission through the HVAC system. Indoor air quality & ventilation has been improved by diluting conditioned air with outside air, running exhaust fans longer, controlling humidity levels and increasing filtration. In addition to the central HVAC filtration, each classroom and office has been equipped with a portable HEPA air filter unit.

Rooftop HVAC air handlers have been cleaned and fitted with MERV-13 rated air filters. All interior vents have been cleaned and disinfected. HVAC is running flush cycles daily, ensuring a high volume of fresh air turnover. Window fixtures that open for fresh air flow have been installed on all exterior classrooms and will be open for air flow in all but inclement weather.

Water fountains have been fitted with no-touch bottle fill stations.

We have invested in additional supplies and equipment to increase our disinfection capabilities, including an electrostatic spray system that allows janitorial staff to efficiently disinfect larger areas of the facility in less time. Only EPA List N disinfectants are being used and containers are appropriately marked and stored.

Daytime janitorial and facilities staff disinfect high touch surfaces throughout the day and are ready to respond to any additional cleaning needs that may arise. Classroom teachers & support staff are supplied with cleaner/disinfectant so that they can wipe down desks and high touch surfaces as the need arises throughout the day, as well as going over the rooms at the end of each school day. Evening janitorial staff deep clean bathrooms,

Strategies, Policies, and Procedures

ARP ESSER Requirement

****All members of the COS community (as well as non-staff/non-student guests permitted to visit the campus during low community transmission only) will follow the following procedures:**

	<p>nurse’s suite, water fountains, hand wash stations and other high contact spaces, as well as hallway floors and building entrances.</p> <p>All staff are and will continue to be trained on basic cleaning and disinfection procedures as well as correct usage of PPE at professional development prior to opening. Janitorial staff are and will continue to receive additional training through a combination of in-person and online sessions. Quality control has been verified through direct observation by COS leadership as well as daily checklists.</p> <p>Use of established outdoor classrooms will be encouraged as much as possible.</p>
<p>e. <u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;</p>	<p>During low and moderate community COVID transmission levels, modified contact tracing will continue, with staff asked to informally note their and their students’ interactions throughout the school day should a formal contact tracing report be requested.</p> <p><i>Should numbers move into substantial or high transmission levels, formal contact tracing records will be resumed.</i></p>
<p>f. <u>Diagnostic</u> and <u>screening</u> testing;</p>	<p>Circle of Seasons provides information to families regarding local diagnostic and screening testing but does not such testing on the school campus.</p>
<p>g. Efforts to provide <u>vaccinations</u> to <u>school</u> <u>communities</u>;</p>	<p>Circle of Seasons does not participate in efforts to offer vaccinations on the school campus. Links to the CDC and PA DoH are shared to provide information regarding vaccinations for members of the school community.</p>
<p>h. Appropriate accommodations for students with disabilities with</p>	<p>Staff or students who share a medical letter with COS indicating that the individual is in the “higher risk for severe illness” category would be eligible for special protocols to protect them. School Nurse will require a copy of the letter for the student’s</p>

Strategies, Policies, and Procedures	
ARP ESSER Requirement	**All members of the COS community (as well as non-staff/non-student guests permitted to visit the campus during low community transmission only) will follow the following procedures:
respect to health and safety policies; and	health record and Human Resources would be made aware of any staff concerns.
i. Coordination with state and local health officials.	<p>COS monitors local COVID transmission rates using provided PA DoH dashboards.</p> <p>COS works closely with local and state departments of health in the event there is a positive case of COVID among COS staff or students to support contact tracing.</p> <p>COS follows <i>CDC and Pennsylvania Departments of Health and Education guidance.</i></p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Circle of Seasons Charter School reviewed and approved the Health and Safety Plan on June 24, 2021.

The plan was approved by a vote of:

Yes
 No

Affirmed on: **June 24, 2021**

By: *Kimberly W. Heiman*

(Signature of Board President)*

Kimberly W. Heiman

(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.