



Phased School Reopening Health and Safety Plan

Each school entity must create a Health and Safety Plan that will serve as the local guidelines for all instructional and non-instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

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This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: **Marple Newtown School District**

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

Key Questions

- **How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?**
- **How did you engage stakeholders in the type of re-opening your school entity selected?**
- **How will you communicate your plan to your local community?**
- **Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?**

The plan to reopen school is documented in this plan. All options considered are outlined in the charts below.

As an administration, we have met with teachers and all labor groups in July. Staff can respond with questions and concerns through a Google survey. A Q & A document will be prepared to share with all staff once all meetings are held. Parents will receive a pre-recorded presentation prior to the August CIT meeting (Curriculum, Instruction and Technology Committee 8/4/20) and will have an opportunity to complete 2 surveys: (1) general feedback on the plan and (2) preference for their child(ren) to return to school on an AA or BB schedule or to attend school virtually full-time.

This document will be shared via the district website. Community members will have an opportunity to comment on it. Once MNSD reopens, the administration will follow the guidance of the Chester County Health Department or any other governing local, state, or federal agency.

Reopening Scenarios Considered							
✗ = Cannot meet requirement ✓ = Can meet requirement ? = Questionable due to student need and staffing							
Scenarios Considered	Stay-at Home Order (PA)	25 people or less (PA)	250 people or less (PA)	6 ft. (CDC) (PADOH) (PDE) (CCHD)	Trans. (MNSD)	Staff (MNSD)	Lunch (MNSD)
Total Reopening in-person for all students and staff	✗	✗	✓	✗	✗	?	?
1/2 Day Schedule for All Students	✗	✗	✓	✗	✗	?	?
50% Half Day AM in person 50% Half Day PM in person	✗	✗	✓	✓	✗	?	?
High School Cyber/Elementary + MS in-person in all schools	✗	✗	✓	?	✗	?	?
Grades 6-12 Cyber w/Elementary In-Person at all 6 Buildings	✗	✓	✓	✓	✓	✗	✓
Non-Group Reopening Some students opt for cyber school; some opt for in-person	✗	✗	✓	?	?	?	?
Hybrid Reopening Group A Group B Schedule All student in-person/cyber	✗	?	✓	✓	✓	?	✓
Total Cyber School For All Students	✓	✓	✓	✓	✓	✓	✓

Based on your county’s current designation and local community needs, which type of reopening has your school entity selected? (SELECT ONE BOX BELOW)

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for virtual learning is September 8, 2020

On August 4, 2020, the Board of School Directors voted yes to both plans to reopen school by providing the Superintendent of Schools the flexibility of starting the school year fully virtual, and if circumstances change, then she will have the ability to implement a hybrid schedule with the goal of getting all students back to school in person all five days of the week.

Reopening Scenarios Proposal							
Scenarios Considered	Stay-at Home Order (PA)	25 people or less (PA)	250 people or less (PA)	6 ft. (CDC) (PADOH) (PDE) (CCHD)	Trans. (MNSD)	Staff (MNSD)	Lunch (MNSD)
Hybrid Reopening Group A Group B Schedule All students in-person/cyber	X	?	√	√	√	?	√
Total Cyber School for all students	√	√	√	√	√	√	√

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Dr. Tina Kane	Superintendent	Co-Pandemic Coordinator Crisis Response & Plan Development
Dr. Constance Bompadre	K-12	Co-Pandemic Coordinator Crisis Response & Plan Development
Joe Driscoll	Business Manager	Budget and Purchasing Crisis Response & Plan Development
James Gallagher	Director of Facilities	Building Needs and Custodial Services Crisis Response & Plan Development
James Orwig	Human Resources	Personnel and Transportation Crisis Response & Plan Development
Dr. Heather Logue	Special Education	Students with IEPs, GIEPs Educational Needs Met Crisis Response & Plan Development
Dr. Andrea Chipego	Interim Pupil Services Director	Supervision of Pupil Services and Student Needs Crisis Response & Plan Development
Janeen Partridge	Assistant Director of Human Resources	Personnel and Safe Schools Professional Development
Barry Williams	Director of Safety	Districtwide Safety, Security, Safe2Say Crisis Response & Plan Development
Dr. Dorie Martin-Pitone	Director of Curriculum	Curriculum K-12
Michael Larkin	Director of Communications and Development	Districtwide Communications
Tina Stiles	Director of Food Services	Supervision of Food Services Personnel Food Service Building Needs
Matthew Flood	Supervisor	Humanities & Integrated Arts
Matthew Oberecker	Supervisor	Instructional Technology and STEM
John Beltrante	High School Principal	Crisis Response & Plan Development
Christa Palladino	High School Assistant Principal	Plan Development

Don Tabar	High School Assistant Principal	Plan Development
Chris Gicking	H.S. Assistant Principal & Athletic Director	Plan Development
Christian Jaspersen	High School Assistant Principal	Plan Development
Dr. Thomas Gretchen	Middle School Principal	Crisis Response & Plan Development
Christine White	Middle School Assistant Principal	Plan Development
Dan Hyland	Middle School Assistant Principal	Plan Development
Julie Rufo	M.S. Athletic Director	Plan Development
Dennis Reardon	Elementary Principal	Crisis Response & Plan Development
James Wigo	Elementary Principal	Crisis Response & Plan Development
Stephanie Sturdivant	Elementary Principal	Crisis Response & Plan Development
Jaime Smyth	Elementary Principal	Crisis Response & Plan Development
Desiree Tomasco	School Board Member	Plan Development
Cathy Brachman	Nurse Coordinator	Crisis Response & Plan Development
Dr. Jeffrey Bomze	District Physician	Crisis Response & Plan Development
Jeanne Casner	Chester County Health Department	Crisis Response & Plan Development
Michael Bednar	Risk Consultant Environmental Engineer	Plan Development
Elizabeth Landes	MNEA Leadership	Plan Development
Patricia Tomczak	Support Staff	Plan Development
Diane Fallows	Parent	Plan Development

Julia Fallows	Student	Plan Development
Renee O'Donnell	Parent	Plan Review
Brooke O'Donnell	Student	Plan Review
Mike Thomas	Network/Systems Administrator	Chief Negotiator ACT 93
Charlie Miller	Bus Driver	President MNNIEA
Leah Graeff	High School Special Ed. Teacher	Plan Development
Michele Lunn	Middle School Teacher	Plan Development
Dan Collins	Middle School Special Ed. Teacher	Plan Development
Tracy Paine	Elementary Teacher - Russell	Plan Development
Jessica Civitello	Elem. Special Ed. Teacher - Loomis	Plan Development
Christina Callaghan	Elem. Special Ed. Teacher - Culbertson	Plan Development
Megan Smith	Elementary Teacher - Worrall	Plan Development
Tim Boyce	Director of Emergency Services in Delco	Plan Review and Crisis Response

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](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Marple Newtown School District's cleaning, sanitizing, disinfecting, and ventilating guidelines apply to areas used by anyone on school property, not just students. The custodial crew will disinfect frequently touched surfaces and objects within the school at least daily, including desktops, chairs, electronic devices, door handles, sink handles, etc. Surfaces on school buses such as handrails, tops of seats, etc. will be cleaned and disinfected after each run daily. Students will sanitize their hands before and after touching equipment. Shared equipment, including but not limited to technology, gym equipment, etc. will be cleaned daily.

The Director of Operations will ensure that the district's ventilation systems operate properly. To increase circulation of outdoor air, windows may be opened in places that do not pose a health and safety risk to staff and students and that do not conflict with the school's existing safety measures. Hand sanitizer will be available in common areas, hallways, and in all classrooms.

The administration in each school will provide continuous reminders about hand washing/sanitation along with professional development. Staff and students will wash hands before and after lunch/snacks and during scheduled times (to wash hands) throughout the day. The Director of Operations will shut off water to any water fountains in our buildings. Safe alternatives include use of disposal drinking cups, personal water bottles from home, filling stations, etc.

When someone in the school develops COVID-19 symptoms or tests positive for COVID-19, the building does not need to be evacuated. The custodial staff will close off areas used by a sick person and reopen the area areas after cleaning and disinfecting. The crew will wait at least 24 hours before cleaning and disinfecting. If not feasible, they will wait as long as possible.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students and staff (i.e., restrooms, drinking fountains, hallways, and transportation)	Clean and disinfect frequently touched surfaces and objects within the school and on school buses at least daily, including door handles, sink handles, and drinking fountains.	Clean and disinfect frequently touched surfaces and objects within the school and on school buses at least daily, including door handles, sink handles, and drinking fountains.	Director of Facilities Gallagher	Follow CDC Guidelines	Yes
	Ensure ventilation systems operate properly and increase circulation of outdoor air by opening windows and doors when possible. Change and clean filters on a quarterly basis.	Ensure ventilation systems operate properly and increase circulation of outdoor air by opening windows and doors when possible. Change and clean filters on a quarterly basis.	Coordinator of Facilities Dan McCormick		
	Take steps to prohibit the use of communal drinking fountains and provide safe alternatives for providing water when possible.	Take steps to prohibit the use of communal drinking fountains and provide safe alternatives for providing water when possible.	Elementary Supervisor Glenn Sharp		
	Provide hand sanitizers in all hallways and classrooms	Provide hand sanitizers in all hallways and classrooms	Middle School Supervisor Al Dryer		
	Clean and wipe down desk tops throughout the school day	Clean and wipe down desk tops throughout the school day	High School Supervisor Mike Facciolo		
		Teachers Staff		Sanitizer Wipes	No

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Cleaning and sanitizing Health Suite	Clean several times per day and in the case of closure for COVID-19 identified in school (mid-day and end of day)	Clean several times per day and in the case of closure for COVID-19 identified in school (mid-day and end of day)	Director of Facilities Jake Gallagher	Follow CDC Guidelines	Yes
Nurses to clean surfaces between treatment of students (Triad plus paper towels)	Clean surfaces between treatment of students and staff	Clean surfaces between treatment of students and staff	Coordinator of Facilities Dan McCormick Elementary Supervisor Glenn Sharp Middle School Supervisor Al Dryer High School Supervisor Mike Facciolio	Sanitizer Wipes	No

<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure.</p> <p>Disinfection using EPA-approved disinfectants against COVID-19 can also help reduce the risk. Frequent disinfection of surfaces and objects touched by multiple people is important.</p> <p>When EPA-approved disinfectants are not available, alternative disinfectants can be used (for example, 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions).</p> <p>Normal routine cleaning with soap and water removes germs and dirt from surfaces. It lowers the risk of spreading COVID-19 infection.</p>	<p>Normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure.</p> <p>Disinfection using EPA-approved disinfectants against COVID-19 can also help reduce the risk. Frequent disinfection of surfaces and objects touched by multiple people is important.</p>	<p>Director of Facilities Jake Gallagher</p> <p>Coordinator of Facilities Dan McCormick</p> <p>Elementary Supervisor Glenn Sharp</p> <p>Middle School Supervisor Al Dryer</p> <p>High School Supervisor Mike Facciolo</p>	<p>Follow CDC Guidelines</p>	<p>Yes</p>
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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	Disinfectants kill germs on surfaces. By killing germs on a surface after cleaning, you can further lower the risk of spreading of bacteria.				

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols?
- When and how will the training be provided?
- How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

The Marple Newtown School District has developed staggered schedules to limit the number of individuals in classrooms and other spaces as an option depending on the reopening scenario selected. Regardless of staggered or non-staggered schedules, six feet between students, staff, and faculty will be maintained in classrooms and spaces that can physically support the distance. Cohort classes will be considered to minimize crossover among students and staff within the school (or keep students in classrooms and rotate staff instead). When possible, schools will maximize use of non-classroom space to increase physical distancing. Throughout the school, both staff and students will be required to wear face coverings. Desks will face in the same direction or have students sit on only one side of tables to limit face-to-face seating.

Administration will enforce physical distancing in offices and staff lounges, and during staff meetings. The district will not hold large gatherings, events, or extracurricular activities until further notice when the district can maintain safe physical distancing.

The administration will implement strategies to reduce the number of individuals in the hallways at one time such as: (1) use one-way traffic patterns to include physical guides such as tape for routes and (2) stagger end of class periods to reduce the number of students in the hallways at one time. All students will be required to wear masks when in schools and on buses. All staff will monitor student behavior to ensure they do not congregate; the administration will monitor staff behavior as well.

Schools will utilize cafeterias if students can sit in staggered arrangement to avoid “across-the-table” seating, with all students facing in one direction with six feet physical distance. Our staff will avoid face-to-face seating while eating. Staff and students will not share food or utensils. (Compliance with Chester County Rules and Regulations, Chapter 300, is required as well as additional COVID-19 guidelines provided by Chester County Health Department).

Teachers will teach and reinforce frequent washing hands/hand sanitation, covering coughs and sneezes among students. Staff, faculty, and students will wash hands before and after lunch/snacks, and after use of restroom. Hygiene reminders will be posted throughout the facility, to include restrooms, staff lounges, etc. Staff will prohibit physical contact such as handshakes, fist-bumps, high-fives, etc.

Visual and written information about everyday protective measures such as proper washing hands, proper face covering, and physical distancing will be available throughout the school (signage, announcements, etc.), is posted throughout facilities and buses, and made available to parents/guardians (websites, emails, etc.). Verbal reminders via teachers and/or

announcements will be made daily.

The district will restrict non-essential visitors, volunteers, and activities that involve outside groups. If non-essential visitors and volunteers cannot be restricted, school must: (1) conduct on-site screening for symptoms and temperature prior to entry and (2) require face covering while on school property. The administration will track visitors and volunteers for contact tracing purposes.

Building principals will stagger the use of playgrounds to create smaller groups of students. The custodial crew will clean high touch services on playground equipment and play resources (jump ropes, balls, etc.) minimum daily. The Marple Newtown School District has adopted an athletic guidance plan that was submitted to PDE.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	Request that teachers declutter their classrooms to create more space and remove rugs from the classrooms. If 6 feet physical distance cannot be maintained due to space limitations, schools must strive for the greatest distance of no less than 3 feet and enforce the use of face coverings.	Request that teachers declutter their classrooms to create more space and remove rugs from classrooms. If 6 feet physical distance cannot be maintained due to space limitations, schools must strive for the greatest distance of no less than 3 feet and enforce the use of face coverings.	Building Administration	Chester County Health Department Guidelines If evidence exists that indicates improvements in COVID-19 cases, schools may transition to maintaining less than 6 feet of physical distancing while ensuring at least 3 feet as a minimum.	No

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Traffic flow throughout the School	Post directional signs to guide students through the building/one way hallways and stairwells	Post directional signs to guide students through the building/one way hallways and stairwells	Building Principals		No
Nurses Suite	Floor signs or taped markers on floor for distancing between students waiting in line	Floor signs or taped markers on floor for distancing between students waiting in line	Nurse	Tape	No
Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	Minimize the number of students in the cafeteria through scheduling multiple lunches Serve lunches in the classrooms or another location (Gym, Outside)	Minimize the number of students in the cafeteria through scheduling multiple lunches Serve lunches in the classrooms or another location (Gym, Outside)	Building Principal Teachers Principal Director of Food Services	Food Service supplies and personnel	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	<p>Every classroom and student high traffic area will have a hand sanitizer dispenser.</p> <p>Students will be encouraged to frequently wash hands.</p> <p>Elementary Students will have time scheduled into their day for handwashing</p>	<p>Every classroom and student high traffic area will have a hand sanitizer dispenser.</p> <p>Students will be encouraged to frequently wash hands.</p> <p>Elementary students will have time scheduled into their day for handwashing</p>	<p>Director of Operations Jake Gallagher</p> <p>Building Principals</p>	<p>No Touch Hand sanitizer dispensers</p> <p>Hand sanitizer liquid</p>	<p>No</p>
Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	<p>Signage will be consistent within all school district buildings and posted in the same locations in each building.</p>	<p>Signage will be consistent within all school district buildings and posted in the same locations in each building.</p>	<p>Director of Operations Jake Gallagher</p> <p>Building Principals</p>	<p>Signs</p>	<p>No</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Adaptations to Health Suites; Need to identify set up of isolation areas for each Health Suite	<p>Each school has a plan based on availability of space</p> <p>Plexiglass separators or non-porous dividers for nurses' suites near welcome area and for isolation area</p>	<p>Each school has a plan based on availability of space</p> <p>Plexiglass separators or non-porous dividers for nurses' suites near welcome area and for isolation area</p>	Maintenance will consult with nurse and building principal	Partitions Plexiglass	No
Adaptations to teacher desks	<p>Plexiglass separators added to the front of teacher desks</p> <p>Selected faculty who conduct numerous one on one sessions with students: psychologists, speech therapists, counselors, behavioral health workers and some teachers as recommended by their supervisor</p>	<p>Plexiglass separators added to the front of teacher desks</p> <p>Selected faculty who conduct numerous one on one sessions with students: psychologists, speech therapists, counselors, behavioral health workers and some teachers as recommended by their supervisor</p>	Maintenance will consult with Director of Pupil Services, the Supervisor of Special Education and building principals	Plexiglass	No

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Aide to support nurse in office, outside minor treatment area, and isolation area; assist with tracking and documentation	<p>Screening and supervision purposes</p> <p>Aides reassigned or hired contracted service (for the first few months of school)</p>	<p>Screening and supervision purposes</p> <p>Aides reassigned or hired contracted service (for the first few months of school)</p>	<p>Director of Pupil Services</p> <p>Director of Human Resources</p>		Yes
Identifying and restricting non-essential visitors and volunteers	<p>In-person non-essential visitors and volunteers will not be permitted in the buildings.</p>	<p>In-person non-essential visitors and volunteers will not be permitted in the buildings.</p>	<p>Central Administration</p> <p>Building Principals</p>	<p>Communication to parents and amend the volunteer policy</p>	Yes
Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	<p>Recess - Stagger recess on the playground. (possible no equipment use)</p> <p>PE classes - Minimize the need to use equipment</p>	<p>Recess - Stagger recess on the playground. (possible no equipment use)</p> <p>PE classes - Minimize the need to use equipment</p>	<p>Building Principals</p> <p>Teachers</p>	<p>Curriculum Planning</p>	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the sharing of materials among students	Individual student supplies will be housed within each student's desk, locker, backpack, etc.	Individual student supplies will be housed within each student's desk, locker, backpack, etc.	Building Principals Teacher	Provide supplies to those who are in need	No
	Sharing of materials in Art, Music, PE, Library will be limited.	Sharing of materials in Art, Music, PE, Library will be limited.	Director of Teaching & Learning	May need to adjust curriculum/lessons	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>Staggering the use of communal spaces and hallways</p> <p>No more than 250 individuals can gather in one place</p>	<p>Directional tape in hallways</p> <p>Stagger the bells to alert passing times</p> <p>Where possible, designate one way egress throughout the building</p> <p>Minimize the use of communal spaces if at all possible (i.e.: serve lunch in classrooms)</p> <p>Utilize individual bathrooms in classrooms when possible.</p> <p>Minimize the amount of people in communal bathrooms with signage and hallway monitoring</p>	<p>Directional tape in hallways</p> <p>Stagger the bells to alert passing times</p> <p>Where possible, designate one way egress throughout the building</p> <p>Minimize the use of communal spaces if at all possible (i.e.: serve lunch in classrooms)</p> <p>Utilize individual bathrooms in classrooms when possible.</p> <p>Minimize the amount of people in communal bathrooms with signage and hallway monitoring</p>	<p>Building Principal</p> <p>Teacher</p>	<p>Supplies needed for communication and designations</p>	<p>Yes</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Adjusting transportation schedules and practices to create social distance between students	<p>Transportation schedules will reflect bus stop configurations or by students/families last names</p> <p>Parents register for transportation to verify the total number of students in need of transportation and efficiently of routes</p> <p>Where necessary, assign a bus assistant to monitor student physical distancing</p> <p>Vary drop off and pick-up locations due to traffic flow and social distancing</p>	<p>Transportation schedules will reflect the grade level configuration</p> <p>Parents register for transportation to verify the total number of students in need of transportation and efficiently of routes</p> <p>Where necessary, assign a bus assistant to monitor student physical distancing</p> <p>Vary drop off and pick-up locations due to traffic flow and social distancing</p>	<p>Director of HR and Transportation James Orwig</p> <p>Supervisor of Transportation Mark Dodds</p> <p>Principals</p>	<p>Software for routing</p> <p>Survey sent to parents (google form)</p>	<p>Yes</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p>Elementary: Students in homeroom Unified Art teachers will come to the homeroom to deliver instruction, with the exception of PE when it can be held outside with social distancing.</p> <p>Lunches may be held in the classroom; cafeteria if social distancing can occur</p> <p>Directions on floor for flow and space between students</p> <p>Sub-Groups will work together all day</p>	<p>Elementary: Students in homeroom Unified Art teachers will come to the homeroom to deliver instruction, with the exception of PE when it can be held outside with social distancing.</p> <p>Lunches may held in the classroom; cafeteria if social distancing can occur</p> <p>Directions on floor for flow and space between students</p> <p>Sub-Groups will work together all day</p>	<p>Building Principals</p>	<p>Coverage for teachers during their students' lunch time</p>	<p>No</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Coordinating with local childcare regarding transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	<p>MNSD only sends students directly to Kids Stop (MN Recreation)</p> <p>Kindergarten students are transported on a mid-day bus run and again at the end of the day</p>	<p>MNSD only sends students directly to Kids Stop (MN Recreation)</p> <p>Kindergarten students are transported on a mid-day bus run and again at the end of the day</p>	<p>Supervisor of Transportation</p>		<p>No</p>

<p>Field trips and large group gatherings</p>	<p>Cancel field trips, assemblies, social gathering until further notice as per governmental agency recommendations</p> <p>Consider virtual trips as alternate option to traditional field trips</p> <p>Overnight multiple day trips will be eliminated until a vaccine is available and herd immunity is present in order to protect the health and safety of staff and students.</p>	<p>Recommend Administrators review existing field trip practices to minimize health risks:</p> <p>Limiting number of trips allowed per day across the district because more than one nurse may be required to attend field trips if temperature screening, hand washing, wearing of masks is required</p> <p>Ensure students have been free of fever, cough, respiratory symptoms, or contagious disease prior to the field trip according to communicable disease guidelines.</p> <p>Field trips should be curriculum-based only with limits on the number of trips per department per school year. Overnight multiple day trips should be eliminated until a vaccine is available and herd immunity is present.</p>	<p>Building Administration</p> <p>Director of Pupil Services</p> <p>School Nurse for any scheduled trip</p> <p>Teacher sponsoring scheduled trip</p>	<p>Encourage virtual field trips</p>	<p>No</p>
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<p>Use of Personal Protective Equipment (PPE)</p>	<p>PPE preparedness is necessary to mitigate exposure and due to possible future return of COVID-19 or other communicable diseases.</p> <p>Staff working in Health Suite: Surgical Masks for nurses for use with sick students or staff Face Shield for nursing staff. * The benefit of a full-face shield is that it helps with the conservation of surgical masks or N-95 respirators as they are less likely to be contaminated during any encounters with COVID-19 patients. Item chosen may be based on availability of products.</p> <ul style="list-style-type: none"> • should be considered for activities that may involve body fluids and when there are no gowns available: <p>Gloves – non-sterile gloves changed between students</p>	<p>PPE preparedness is necessary to mitigate exposure and due to possible future return of COVID-19 or other communicable diseases.</p> <p>Staff working in Health Suite: Surgical Masks for nurses for use with sick students or staff Face Shield for nursing staff. * The benefit of a full-face shield is that it helps with the conservation of surgical masks or N-95 respirators as they are less likely to be contaminated during any encounters with COVID-19 patients. Item chosen may be based on availability of products.</p> <ul style="list-style-type: none"> • should be considered for activities that may involve body fluids and when there are no gowns available: <p>Gloves – non-sterile gloves changed between students</p>	<p>Director of Pupil Services</p> <p>Nursing Coordinator</p>	<p>Face Shields Masks Gloves Thermometers</p> <p>Masks for students who come without one (who are required to wear them)</p>	<p>No for Nurses</p> <p>Yes for Students</p>
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Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Thermometers – non-contact thermometers, at least two per building</p> <p>Masks: Universal face coverings are required for all staff and students while on school property or when using school vehicles. It is recognized that some students may be unable to wear masks due personal ability, age, health conditions, etc. Teachers may use face shields without masks to enhance instruction while maintaining social distancing.</p>	<p>Thermometers – non-contact thermometers, at least two per building</p> <p>Masks: Universal face coverings are required for all staff and students while on school property or when using school vehicles. It is recognized that some students may be unable to wear masks due personal ability, age, health conditions, etc. Teachers may use face shields without masks to enhance instruction while maintaining social distancing.</p>	<p>Pandemic Committee Principals</p>		<p>Yes</p>

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health?
- When and how will the training be provided?
- How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

The Marple Newtown School District will provide ongoing education and communications to students, staff, and parents and guardians about the importance of staying at home if they are ill. On-site screening of staff and faculty, either through a self-reporting form or the use of an app, will be part of the district's protocol for entering the buildings. Students must be screened at home. Direct guidance (written and electronic, etc.) will be provided to staff and parents and guardians to include: (1) all current, relevant symptoms and (2) temperature readings based upon type of thermometer used. No students with symptoms or elevated temperature are allowed on a bus or at school. No staff or

faculty with symptoms or elevated temperature are allowed at school. Staff, faculty, and students must notify the school if an absence is due to COVID-19.

All staff will monitor symptoms of students, staff (and visitors) throughout the day; proactively monitor classrooms, cafeterias, hallways, common areas, etc. for symptoms and compliance with other prevention measures. Each school will provide reminders to students about COVID-19 symptoms and importance of immediately going to the nurse if feeling ill; daily reminders to staff and faculty about COVID-19 symptoms and the importance of immediately going home if feeling ill. The administration will empower and support teachers in dismissing students to the school nurse/office if symptoms arise or are suspected. Each school will send regular reminder messages to staff and parents/guardians about daily symptom monitoring. Students boarding buses with visible symptoms must sit in the first seat and must immediately report to the school nurse/office upon arrival at the school.

The district has established a process for staff, parents/guardians, and volunteers to self-report COVID-19 symptoms or exposure to the school nurse or designee. Any individual on school property who develops COVID-19 symptoms, tests positive for COVID-19, or is suspect for COVID-19 will be directed immediately to the isolation room/area of the school until dismissal from school is possible. Each school will follow the district's guidance in the Cleaning, Sanitizing, Disinfecting, and Ventilation section of this plan.

Each school has designated an isolation room/area to separate anyone who exhibits COVID-19-like symptoms until the individual is able to go home or to a healthcare provider; the isolation room/area should not be the existing nurse's office. If a separate isolation room is not attainable, the nurse's office can be used if space permits barriers to be installed to avoid comingling of students with and without COVID-19 symptoms. The nurse will immediately separate individuals with COVID-19 symptoms or report of COVID-19 test into the designated isolation area. Staff assisting individuals in the isolation area must wear a mask, eye protection, gloves, and gown; ensure proper use and disposal of personal protective equipment. The school nurse will immediately report suspected or confirmed COVID individuals to the Chester County Health Department. Staff will immediately close off the area(s) used by a sick person and not use before cleaning has occurred.

Individuals who are sick or have an elevated temperature must go home or to a healthcare facility depending on how severe their symptoms are; prior to leaving the school, the nurse will provide guidance for self-isolation at home and returning to school. If an individual requires transportation by an ambulance, the school will alert the ambulance and hospital that the person may have COVID-19. The custodial crew will thoroughly clean and disinfect the isolation room

after each use. Nurses will train staff on the symptoms and procedure for sending individuals with symptoms to the school nurse or designee; ensure parents/guardians are aware of the classroom protocol. The district will educate and encourage parents to be prepared in the event their child has to stay home per the exclusion requirements. The district will maintain adequate personal protective equipment for use when individuals become ill. Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the Chester County Health Department following the *Exclusion From and Return to School Requirements*. Individuals returning to school after isolation or quarantine should notify the school prior to return.

The Marple Newtown School District will consult with the Chester County Health Department prior to school closures and within-school-year changes in safety protocols and will partner with the Chester County Health Department to support contact tracing.

<p>Monitoring students and staff for symptoms and history of exposure</p>	<p>Parents will monitor for symptoms at home and keep child home if any suspicious symptoms are present.</p> <p>Bus driver will observe students upon entry to bus for any obvious signs of illness and notify school prior to bus arriving. These students will then report directly to nurse. Temperatures may be taken upon entry into building.</p> <p>Check-in with students will occur upon entry to homeroom, at lunch, and any other time deemed necessary by staff.</p> <p>Prior to school opening, all teachers, administrators, and staff will be prepared through professional development to actively look for, recognize, and identify signs and symptoms of communicable diseases</p>	<p>Parents will monitor for symptoms at home and keep child home if any suspicious symptoms are present.</p> <p>Bus driver will observe students upon entry to bus for any obvious signs of illness and notify school prior to bus arriving. These students will then report directly to nurse. Temperatures may be taken upon entry into building.</p> <p>Check-in with students will occur upon entry to homeroom, at lunch, and any other time deemed necessary by staff.</p> <p>Prior to school opening, all teachers, administrators, and staff will be prepared through professional development to actively look for, recognize, and identify signs and symptoms of communicable diseases including COVID-19.</p>	<p>Administrators and teachers working with school nurses</p>	<p>Time for planning PD and methods of distribution of information</p> <p>Chester County Health Department</p> <p>American Academy of Pediatrics</p> <p>Children's Hospital of Philadelphia (CHOP)</p>	<p>Yes</p>
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	<p>including COVID-19. Parents will participate in monitoring their students at home. They will receive this information on monitoring through home-school communication prior to school opening. Any student with suspicious symptoms should be kept home. Any student who shows symptoms at school will be sent to the nurse for further assessment and possible dismissal. Chester County Department of Health, CDC and PDE Guidelines will provide guidance.</p>	<p>Parents will participate in monitoring their students at home. They will receive this information on monitoring through home-school communication prior to school opening. Any student with suspicious symptoms should be kept home. Any student who shows symptoms at school will be sent to the nurse for further assessment and possible dismissal. Chester County Department of Health, CDC and PDE Guidelines will provide guidance.</p>			
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<p>Students with special needs may require new or revisions to existing plans (IHP, 504, IEP, GIEP)</p>	<p>Students with the following diagnosis should be considered for new or revised plans:</p> <p>Hearing impaired – masks may make it more difficult for the student to access learning based on their current accommodations and modalities.</p> <p>Immunocompromised status may require distance learning or accommodations to minimize exposure based on prevalence of COVID-19 in school community.</p> <p>Chronic or acute medical conditions may require alternative testing sites within the building or access to bathrooms/nurse to minimize their risk to exposure to sick students since they utilize the health office for frequent testing, monitoring.</p>	<p>Students with the following diagnosis should be considered for new or revised plans:</p> <p>Hearing impaired – masks may make it more difficult for the student to access learning based on their current accommodations and modalities.</p> <p>Immunocompromised status may require distance learning or accommodations to minimize exposure based on prevalence of COVID-19 in school community.</p> <p>Chronic or acute medical conditions may require alternative testing sites within the building or access to bathrooms/nurse to minimize their risk to exposure to sick students since they utilize the health office for frequent testing, monitoring.</p>	<p>Director of Pupil Services</p> <p>Supervisor of Special Education</p> <p>LEA</p>	<p>Special Education Counsel</p> <p>Individual Education Plans (IEPs)</p>	<p>No</p>
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	Emotional, behavioral, mental health, ADHD, ASD, life skills diagnosis or needs may require adjustments to their plans to accommodate for the amount of time they have been out of the school building.	Emotional, behavioral, mental health, ADHD, ASD, life skills diagnosis or needs may require adjustments to their plans to accommodate for the amount of time they have been out of the school building.			
Student mental health	Observing for symptoms of depression, anxiety, sadness, self- injury, presentation of medical symptoms that are psychosomatic and mental health related.	Observing for symptoms of depression, anxiety, sadness, self- injury, presentation of medical symptoms that are psychosomatic and mental health related.	Principals Nurses Counselors Home and School Visitor Teachers	Student Assistance Team (SAP) Safe2Say	Yes
MNSD staff mental health	Observing for symptoms of depression, anxiety, sadness, self- injury, presentation of medical symptoms that are psychosomatic and mental health related.	Observing for symptoms of depression, anxiety, sadness, self- injury, presentation of medical symptoms that are psychosomatic and mental health related.	Direct Supervisor Human Resources	Employee Assistance Program	No

Outreach for students who will learn virtually	Make Connections Call Home	Make Connections Call Home	Principals Counselors Home and School Visitor Teachers		No
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<p>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Each building will follow District guidelines and use these guidelines to fit the needs of each individual building. Each building will adapt its Health Suite to maximize mitigation based on CDC guidelines.</p> <p>Clear signs will be posted to guide the way for the students to arrive at the ‘triage’ area near the Health Suite.</p> <p>A ‘well’ visit area will also be available for students with routine reasons for seeing the nurse, such as diabetic testing, medication, minor injuries, etc.</p> <p>If students at school have symptoms of a communicable disease, they will put on a mask and go to the clearly marked area for ‘ill’ students. The nurse will then determine if the isolation area is</p>	<p>Each building will follow District guidelines and use these guidelines to fit the needs of each individual building. Each building will adapt its Health Suite to maximize mitigation based on CDC guidelines.</p> <p>Clear signs will be posted to guide the way for the students to arrive at the ‘triage’ area near the Health Suite</p> <p>A ‘well’ visit area will also be available for students with routine reasons for seeing the nurse, such as diabetic testing, medication, minor injuries, etc.</p> <p>If students at school have symptoms of a communicable disease, they will put on a mask and go to the clearly marked area for ‘ill’ students. The nurse will then determine if the isolation area is</p>	<p>Director of Pupil Services, nurses, building administrators, facilities</p> <p>Chester County Health Department</p>	<p>Gloves, masks, face shields, no touch hand sanitizers, hand sanitizer with 70% alcohol, rearrangement of office set up, some type of shield to separate ill students until they go home</p> <p>American Academy of Pediatrics</p> <p>CHOP</p>	
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	<p>warranted for further assessment.</p> <p>The isolation area will be available for students who present with any symptoms of a communicable disease. The assumption is that it is COVID-19.</p> <p>Nurse puts on PPE and further assesses student in isolation area.</p> <p>Parents will be notified to pick up their students immediately.</p> <p>Principal, Pandemic Response Coordinators and Chester County Health Department are notified of the student</p> <p>If staff becomes ill in school with symptoms of a communicable disease, staff will leave school. Visitors should not be allowed in school.</p>	<p>warranted for further assessment.</p> <p>The isolation area will be available for students who present with any symptoms of a communicable disease. The assumption is that it is COVID-19.</p> <p>Nurse puts on PPE and further assesses student in isolation area.</p> <p>Parents will be notified to pick up their students immediately.</p> <p>Principal, Pandemic Response Coordinators and Chester County Health Department are notified of the student</p> <p>If staff becomes ill in school with symptoms of a communicable disease, staff will leave school. Visitors should not be allowed in school.</p>			
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	<p>Once a student or staff is sent home, the return guidelines must be followed.</p> <p>Bathrooms: Elementary students on a schedule by class Secondary students will self-monitor (one student at a time)</p>	<p>Once a student or staff is sent home, the return guidelines must be followed.</p> <p>Bathrooms: Elementary students on a schedule by class Secondary students will self-monitor (one student at a time)</p>			
<p>Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Students who were quarantined and returning to school must have been free of symptoms and fever for 24 hours (and 10 days since symptoms first appeared) along with a clearance note from their doctor.</p> <p>Students awaiting test results will be excluded from school.</p> <p>If an individual is not tested, they may return to school 14 days after last exposure to the person with COVID-19 and symptoms have resolved.</p>	<p>Students who were quarantined and returning to school must have been free of symptoms and fever for 24 hours (and 10 days since symptoms first appeared) along with a clearance note from their doctor.</p> <p>Students awaiting test results will be excluded from school.</p> <p>If an individual is not tested, they may return to school 14 days after last exposure to the person with COVID-19 and symptoms have resolved.</p>	Nurse	Chester County Health Department	Yes

<p>Guidelines for return of student or staff who was diagnosed as having COVID-19 and was quarantined</p> <p>Positive COVID- 19 PCR test with symptoms</p>	<p>Chester County Health Department should be notified along with district physician. They will review the guidelines for return with the nurse and principal and Pandemic Coordinator. Current guidelines must be reviewed, for changes may be frequent.</p> <p>24 hours with no fever and improvement in symptoms and 10 days since symptoms first appeared</p> <p>Consider the emotional needs of this student who is returning along with the other students and staff to address their concerns.</p>	<p>Chester County Health Department should be notified along with district physician. They will review the guidelines for return with the nurse and principal and Pandemic Coordinator. Current guidelines must be reviewed, for changes may be frequent.</p> <p>24 hours with no fever and improvement in symptoms and 10 days since symptoms first appeared</p> <p>Consider the emotional needs of this student who is returning along with the other students and staff to address their concerns.</p>	<p>Nurse</p> <p>Human Resources</p>	<p>Parent / Student Handbook</p> <p>Guidelines from Human Resources</p>	<p>No</p>
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<p>Return of students and staff who were not diagnosed with COVID-19 to school</p>	<p>Follow current district guidelines: absent three days must have a doctor's note.</p> <p>Need 24 hours after diagnosis and initiation of the appropriate treatment to return to school</p>	<p>Follow current district guidelines: absent three days must have a doctor's note.</p> <p>Need 24 hours after diagnosis and initiation of the appropriate treatment to return to school</p>	<p>Nurse</p> <p>Human Resources</p>	<p>Parent / Student Handbook</p> <p>Guidelines from Human Resources</p>	<p>No</p>
<p>Positive COVID-19 PCR test without symptoms</p>	<p>An individual may return to school 10 days after the PCR test was collected. If symptoms develop during that time, he or she must follow return to school guidance for Positive COVID-19 PCR Test with symptoms.</p>	<p>An individual may return to school 10 days after the PCR test was collected. If symptoms develop during that time, he or she must follow return to school guidance for Positive COVID-19 PCR Test with symptoms.</p>			
<p>Travel history without symptoms</p> <p>Areas with travel restrictions</p>	<p>May return to school 14 days since return to Pennsylvania from travel</p> <p>If symptoms develop during the 14 days, follow return to school guidance for Close Contact with symptoms</p>	<p>May return to school 14 days since return to Pennsylvania from travel</p> <p>If symptoms develop during the 14 days, follow return to school guidance for Close Contact with symptoms</p>			

<p>Travel history with symptoms</p> <p>Areas with travel restrictions</p>	<p>May return to school 14 days since return to Pennsylvania from travel</p> <p>If symptoms develop during the 14 days, follow return to school guidance for Close Contact with symptoms.</p>	<p>May return to school 14 days since return to Pennsylvania from travel</p> <p>If symptoms develop during the 14 days, follow return to school guidance for Close Contact with symptoms.</p>			
<p>Close contact with symptoms</p>	<p>Individuals should be tested for COVID-19. Individuals awaiting test results will be excluded from school.</p> <p>If test results are negative, the person may return to school 14 days after the last exposure to the person with COVID-19 and symptoms have resolved.</p> <p>If test results are positive, follow return to school guidance for Positive COVID-19 PCR test with symptoms.</p>	<p>Individuals should be tested for COVID-19. Individuals awaiting test results will be excluded from school.</p> <p>If test results are negative, the person may return to school 14 days after the last exposure to the person with COVID-19 and symptoms have resolved.</p> <p>If test results are positive, follow return to school guidance for Positive COVID-19 PCR test with symptoms.</p>			

<p>Close contact without symptoms</p>	<p>Students and or staff may return to school 14 days after the date of the last exposure to the person with COVID-19.</p> <p>If symptoms develop during the 14 days, follow return to school guidance for Close Contact with symptoms.</p>	<p>Students and or staff may return to school 14 days after the date of the last exposure to the person with COVID-19.</p> <p>If symptoms develop during the 14 days, follow return to school guidance for Close Contact with symptoms.</p>			
<p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>Communication of appropriate information and guidelines related to COVID-19 to all stakeholders through professional development, special webpage, e-mail blasts, newsletters, updated policies and regulations, district phone messages; know the signs and symptoms and know and follow the procedures and guidelines if exposed to or diagnosed with COVID-19, gather data related to history of student and family through nursing form completion</p>	<p>Communication of appropriate information and guidelines related to COVID-19 to all stakeholders through professional development, special webpage, e-mail blasts, newsletters, updated policies and regulations, district phone messages; know the signs and symptoms and know and follow the procedures and guidelines if exposed to or diagnosed with COVID-19, gather data related to history of student and family through nursing form completion</p>	<p>Director of Pupil Services</p> <p>Nurse</p> <p>Administration</p> <p>Chester County Health Department</p> <p>Pennsylvania Department of Education (PDE)</p> <p>Director of Safety</p> <p>Principals</p>	<p>Update webpage, email correspondence, newsletters, policy updates, phone messages</p>	<p><i>Yes if changes are required</i></p>

Other monitoring and screening practices	Staff will monitor symptoms prior to entering the school building	Staff will monitor symptoms prior to entering the school building	Director of Pupil Services Nurses	No Touch Thermometers Monitoring checklist	No
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Other Considerations for Students and Staff

Key Questions

- **What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?**
- **What special protocols will you implement to protect students and staff at higher risk for severe illness?**
- **How will you ensure enough substitute teachers are prepared in the event of staff illness?**
- **How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?**

Summary of Responses to Key Questions:

School nurses will conduct temperature checks at school for high-risk students and staff, as well as the staff responsible for working with high-risk students; consult with the school nurse regarding high-risk students; high-risk students and staff include those who have high-risk household members. The administration will enforce face coverings for adults working in classrooms with high-risk individuals. Staff with higher risks should avoid gathering in groups of any size and avoid common areas such as staff lounges and ensure diligence with face coverings. The staff will limit movement in and out of classrooms with high-risk students.

Universal face coverings are required for all adults while on school property or when using school vehicles. It is recognized that some individuals may be unable to wear masks due to personal ability, age, health conditions, etc. (Some students may have a 504 for this purpose). If an adult is in a workspace/vehicle alone, removing the face cover is

acceptable. If an adult is in a shared workspace, removing the face cover is acceptable when 6 feet distance can be maintained or physical barriers are in place. All bus drivers must wear face coverings (mask or shield) while on the bus or in the presence of students and staff. The district will share mask covering guidance with staff and faculty. Fabric masks should be washed regularly and non-fabric masks should be changed regularly or when soiled.

The district will update care plans and/or IEPs to include unique mitigation strategies for individual students. The district will ensure families who choose to not send their children to school receive remote learning opportunities aligning with IEP guidelines. The district will leverage classroom supports (e.g. teacher aides) for students who need special assistance with hygiene measures. The district will enforce face coverings, gloves, gowns for adults working with students with complex needs or vulnerable students, particularly when working one-on-one with students. Face shields are better for staff and students with hearing impairment. The district will increase frequency of cleaning high touch surfaces in spaces used by students with complex needs or other vulnerabilities. School personnel will increase frequency of hand washing for students with complex needs or other vulnerabilities and staff who interact with them. Each school will conduct daily health checks of staff and students in special needs classrooms.

The Marple Newtown School District has developed and adopted an Athletics Health and Safety Plan per Pennsylvania Guidance and the Chester County Health Department guidance for sports-related activities.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Protecting students and staff at higher risk for severe illness	Students at higher risk will be provided with virtual learning Teachers could continue to work from home-teach virtually	Students at higher risk will be provided with virtual learning Teachers could continue to work from home-teach virtually	Director of Pupil Services Director of Human Resources		No

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Use of face coverings (masks or face shields) by all staff	Face coverings are mandatory Teachers and instructional aides will have face shields too	Face coverings are mandatory Teachers and instructional aides will have face shields too	Building Administrators and Direct Supervisors	Provide information to staff about proper use. Face Masks-surgical and Face Shields: Nurses; Health Room Assistants, Psychologists; Speech; Teachers of Special Needs Students	No
Use of face coverings by students	Face coverings are mandatory	Face coverings are mandatory	Building Administrators	Provide information to students and families about proper use.	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Unique safety protocols for students with complex needs or other vulnerable individuals	<p>Students will be provided with virtual/distance learning opportunity</p> <p>Student educational plans revised as needed</p> <p>Develop a 504 Plan</p> <p>Referral to the Student Assistance Program (SAP)</p>	<p>Students will be provided with virtual/distance learning opportunity</p> <p>Student educational plans revised as needed</p> <p>Develop a 504 Plan</p> <p>Referral to the Student Assistance Program (SAP)</p>	<p>Director of Pupil Services; Nursing Coordinator</p> <p>Child Study Team</p> <p>SAP Team</p>	<p>All students will now have their own laptop</p> <p>Educational Records</p> <p>Medical Records</p> <p>Evaluation</p>	No
Strategic deployment of staff	<p>Teachers and staff may be reassigned depending on needs of each school</p> <p>Health Assistants additional Hours as needed</p>	<p>Teachers and staff may be reassigned depending on needs of each school</p> <p>Health Assistants additional Hours as needed</p>	<p>Director of Human Resources</p> <p>Director of Pupil Services</p> <p>Building Administration</p>	<p>Curricular Materials Review of IEPs</p>	Possibly Depending on Circumstances

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Handwashing	All staff All Students	Nurses	Video	YouTube video	September 2020	December 2020
All about Coronavirus?	Elementary Staff Parents Students	Nurses	Video Pamphlet	Univ. Of Michigan Family Guide	August and September 2020	December 2020
General Information on COVID	High School Staff and Students	Nurse	Video or Power Point	Google Doc Presentation	August and September 2020	December 2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Health Suite Guidelines	Instructional Staff	Nurses	Chart	Google Doc with flow chart	August and September 2020	December 2020
Social Distancing	Elementary Staff	Nurses	Power Point	Google Doc Presentation	August 2020	December 2020
Social Distancing	High School Staff	Nurses	Power Point	Google Doc Presentation	August 2020	December 2020
How to safely wear/ take off a mask	All Staff Secondary Students	Nurses	Presentation	Google Doc Presentation	August and September 2020	December 2020
Sneezing and Coughing	Elementary Students	Nurse	Video	YouTube video CDC download	September 2020	December 2020
Sneezing and Coughing	Secondary Students	Nurse	Video	YouTube video CDC download	September 2020	December 2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Professional Development Preparation for the Fall to develop changes to procedures, develop materials and plan professional development for students, staff, admin, etc.	Nurses	Director of Pupil Services Nursing Coordinator	Communication posted and sent home	List of Symptoms (CDC) Posters: COVID; Handwashing Letters to Families	Summer 2020	August 2020
Coronavirus Awareness	All Employees	Safe Schools On-line Trainings	Video	Assessment Print Certificate of Completion	August 2020	December 2020
Coronavirus: CDC Guidelines for Making & Using Cloth Face Coverings	All Employees	Safe Schools On-line Trainings	Video	Assessment Print Certificate of Completion	August 2020	December 2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Coronavirus: Cleaning and Disinfecting your Workplace	All Employees	Safe Schools On-line Trainings	Video	Assessment Print Certificate of Completion	August 2020	December 2020
Coronavirus: Managing Stress and Anxiety	All Employees	Safe Schools On-line Trainings	Video	Assessment Print Certificate of Completion	August 2020	December 2020
Coronavirus: Preparing your Household	All Employees	Safe Schools On-line Trainings	Video	Assessment Print Certificate of Completion	August 2020	December 2020
Coronavirus: Transitioning to a Remote Workforce	All Employees	Safe Schools On-line Trainings	Video	Assessment Print Certificate of Completion	August 2020	December 2020
Trauma 101	Teachers and Staff	Jacqui Litz Samantha Scott-Grimes	In Person or Online	Print Certificate of Completion	August 2020	December 2020

Health and Safety Plan Communications

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

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Partnerships: Center for Disease Control (CDC), Chester County Health Department; Delaware County Intermediate Unit (DCIU), District Physician (Dr. Bomze) Assist MNSD with developing and implementing plans for reopening	All Stakeholders	Superintendent Assistant Superintendent Director of Pupil Services Nursing Coordinator	Meetings E-mails Zoom Meetings Phone Conversations School Board Meetings Pandemic Crisis Team Meetings Website Joint PTO	March 2020	June 2021
Weekly communication home to families	Parents and Guardians	Superintendent Message and Principal Messages	Email and Phone Call Website Joint PTO	March 2020	June 2021

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Immunocompromised and at-risk students	On an as to need basis: Teachers Counselors Parents and Care Givers	Nurses, Principals and Pupil Services	Communications from the Nurse Individual Health Plan (IHP) Emergency Care Plan (ECP)-infection control 504 plans IEP Plans SAP Program	September 2020	June 2021
Immunization compliance	Parents and Guardians	Nurses Child Accounting and Registration (Teri Werner)	Phone calls Website	June 2020	September 2020
Weekly briefings to review attendance reports	Principal Nurse Building Attendance Secretary	Principal	Meetings	September 2020	December 2020
Finances and resources needed	Pupil Services Facilities Human Resources Building Principals	Business Manager Cabinet Members	Pandemic Crisis Team	March 2020	June 2021

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Communicating new health guidelines for staff and students Extended absence clearance to return to school or work	All Stakeholders	Superintendent Pandemic Crisis Team Director of Pupil Services Nurses	Letter to Stakeholders (e-mailed) Website Joint PTO	Early August 2020	Ongoing
Non-English speaking students and families	EL Population	Director of Curriculum EL Teachers	Letters translated	August 2020	June 2021
Health screenings Protocols may depend on the phase of reopening	Students Staff Parents and Guardians	Director of Pupil Services Nurses	Include handout on symptoms to accompany letters home Share handout with staff	August 2020	June 2021
Health Suite visits	Students Staff	Principals Nurses	Announcement to Students Written Guidelines shared with staff	August 2020	December 2020

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Daily health reminders	Each School	Principals Nurses	Morning announcements Information displayed on monitors throughout the school Posters: Handwashing and COVID Information	August 2020	June 2021
Positive case of COVID in schools	School Community and District	Superintendent Pandemic Crisis Team Director of Pupil Services Nurses	Letter to entire school	As it occurs	Ongoing
Return to work Cares Act	All Employees	Superintendent Director of Human Resources	Pre and Post Survey (e-mailed) Phone Call	June 2020	December 2020
Drinking water: filling stations Water fountains turned off	Students Parents and Guardians	Principals	Announcement to Students Announcement to Families in Weekly Message home	August 2020	September 2020

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Food service: meals cafeteria procedures	Students Parents and Guardians	Principals Director of Food Services	Announcement to Students Announcement to Families in Weekly Message home Website	August 2020	December 2020
PPE – Protective Equipment for staff	Staff	Pandemic Crisis Team Principals	Faculty Meeting	August 2020	December 2021
PPE – Protective Equipment for students	Students Parents and Guardians	Pandemic Crisis Team Principals	Weekly Message home Website	August 2020	December 2021
PPE – Protective Equipment for visitors	Visitors	Pandemic Crisis Team Principals	Weekly Message home Website	August 2020	December 2021
Health Suite cleaning	Custodians Nurses	Director of Facilities Custodians Principals	Professional Development for Custodians Website	August 2020	June 2021

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Cleaning of classrooms	Custodians Parents and Guardians	Director of Facilities Principals	Sanitizing Procedures described on the Website Weekly Message home	June 2020	June 2021
Handwashing	Students and Staff	All staff	Posters throughout the buildings Discussions with classroom teacher	June 2020	June 2021
Mental health	Students	Director of Pupil Services Counselors Home and School Visitor DCIU	Child Study SAP Team Counselor Meetings Self-report	Ongoing	Ongoing
Q & A Document	All Stakeholders	Pandemic Crisis Team	Website	August 2020	June 2021

Health and Safety Plan Summary: **Marple Newtown School District**

Anticipated Launch Date: **August 2020**

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	Marple Newtown School District’s cleaning, sanitizing, disinfecting and ventilating guidelines apply to areas used by anyone on school property, not just students. The custodial crew will disinfect frequently touched surfaces and objects within the school at least daily, including desktops, chairs, electronic devices, door handles, sink handles, etc. Surfaces on school buses such as handrails, tops of seats, etc. will be cleaned and disinfected after each run daily. Students will sanitize their hands before and after touching equipment. Shared equipment, including but not limited to technology, gym equipment, etc. will be cleaned daily. The Director of Operations will ensure that the district’s ventilation systems operate properly. To increase circulation of outdoor air, windows may be opened in places that do not pose a health and safety risk to staff and students and that do not conflict with the school’s existing safety measures. Hand sanitizer will be available in common areas, hallways, and in all classrooms. The administration in each school will provide continuous reminders about hand washing/sanitation along with professional development. Staff and students will wash

Requirement(s)	Strategies, Policies and Procedures
	<p>hands before and after lunch/snacks and during scheduled times (to wash hands) throughout the day. The Director of Operations will shut off water to any water fountains in our buildings. Safe alternatives include use of disposal drinking cups, personal water bottles from home, filling stations, etc. When someone in the school develops COVID-19 symptoms or tests positive for COVID-19: the building does not need to be evacuated. The custodial staff will close off areas used by a sick person and reopen the area areas after cleaning and disinfecting. The crew will wait at least 24 hours before cleaning and disinfecting. If not feasible, they will wait as long as possible.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible * Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms * Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices * Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs 	<p>The Marple Newtown School District has developed staggered schedules to limit the number of individuals in classrooms and other spaces as an option depending on the reopening scenario selected. Regardless of staggered or non-staggered schedules, six feet between students, staff, and faculty will be maintained in classrooms and spaces that can physically support the distance. Cohort classes will be considered to minimize crossover among students and staff within the school (or keep students in classrooms and rotate staff instead). When possible, schools will maximize use of non-classroom space to increase physical distancing. Throughout the school, both staff and students will be required to wear face coverings.</p>

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>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <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>	<p>Desks will face in the same direction or have students sit on only one side of tables to limit face-to-face seating.</p> <p>Administration will enforce physical distancing in offices and staff lounges, and during staff meetings. The district will not hold large gatherings, events, or extracurricular activities until further notice when the district can maintain safe physical distancing.</p> <p>The administration will implement strategies to reduce the number of individuals in the hallways at one time such as: (1) use one-way traffic patterns to include physical guides such as tape for routes and (2) stagger end of class periods to reduce the number of students in the hallways at one time. All students will be required to wear masks when in schools and on buses. All staff will monitor student behavior to ensure they do not congregate; the administration will monitor staff behavior as well.</p> <p>Schools will utilize cafeterias if students can sit in staggered arrangement to avoid “across-the-table” seating, with all students facing in one direction with six feet physical distance. Our staff will avoid face-to-face seating while eating. Staff and students will not share food or utensils. (Compliance with Chester County Rules and Regulations, Chapter 300, is required as well as additional COVID-19 guidelines provided by Chester County Health Department).</p> <p>Teachers will teach and reinforce frequent washing hands/hand sanitation, covering coughs and sneezes</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>among students. Staff, faculty, and students will wash hands before and after lunch/snacks, and after use of restroom. Hygiene reminders will be posted throughout the facility, to include restrooms, staff lounges, etc. Staff will prohibit physical contact such as handshakes, fist-bumps, high-fives, etc.</p> <p>Visual and written information about everyday protective measures such as proper washing hands, proper face covering, and physical distancing will be available throughout the school (signage, announcements, etc.), is posted throughout facilities and buses, and made available to parents/guardians (websites, e-mails, etc.). Verbal reminders via teachers and/or announcements will be made daily.</p> <p>The district will restrict non-essential visitors, volunteers, and activities that involve outside groups. If non-essential visitors and volunteers cannot be restricted, school must: (1) conduct on-site screening for symptoms and temperature prior to entry and (2) require face covering while on school property. The administration will track visitors and volunteers for contact tracing purposes.</p> <p>Building principals will stagger the use of playgrounds to create smaller groups of students. The custodial crew will clean high touch services on playground equipment and play resources (jump ropes, balls, etc.) minimum daily. The Marple Newtown School District has adopted an athletic guidance plan that was submitted to PDE.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* 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>The Marple Newtown School District will provide ongoing education and communications to students, staff, and parents and guardians about the importance of staying at home if they are ill. On-site screening of staff and faculty, either through a self-reporting form or the use of an app, will be part of the district's protocol for entering the buildings. Students must be screened at home. Direct guidance (written and electronic, etc.) will be provided to staff and parents and guardians to include: (1) all current, relevant symptoms and (2) temperature readings based upon type of thermometer used. No students with symptoms or elevated temperature are allowed on a bus or at school. No staff or faculty with symptoms or elevated temperature are allowed at school. Staff, faculty, and students must notify the school if an absence is due to COVID-19. All staff will monitor symptoms of students, staff (and visitors) throughout the day; proactively monitor classrooms, cafeterias, hallways, common areas, etc. for symptoms and compliance with other prevention measures. Each school will provide reminders to students about COVID-19 symptoms and importance of immediately going to the nurse if feeling ill; daily reminders to staff and faculty about COVID-19 symptoms and the importance of immediately going home if feeling ill. The administration will empower and support teachers in dismissing students to the school nurse/office if symptoms arise or are suspected. Each school will send regular reminder messages to staff and parents/guardians about daily symptom monitoring.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Students boarding buses with visible symptoms must sit in the first seat and must immediately report to the school nurse/office upon arrival at the school. The district has establish a process for staff, parents/guardians and volunteers to self-report COVID-19 symptoms or exposure to the school nurse, or designee. Any individual on school property who develops COVID-19 symptoms, tests positive for COVID-19, or is suspect for COVID-19 will be directed immediately to the isolation room/area of the school until dismissal from school is possible. Each school will follow the district's guidance in Cleaning, Sanitizing, Disinfecting, and Ventilation section of this plan.</p> <p>Each school has designated an isolation room/area to separate anyone who exhibits COVID-19-like symptoms until the individual is able to go home, or to a healthcare provider; the isolation room/area should not be the existing nurse's office. If a separate isolation room is not attainable, the nurse's office can be used if space permits barriers to be installed to avoid comingling of students with and without COVID-19 symptoms. The nurse will immediately separate individuals with COVID-19 symptoms, or report of COVID-19 test into the designated isolation area. Staff assisting individuals in the isolation area must wear a mask, eye protection, gloves, and gown; ensure proper use and disposal of personal protective equipment. The school nurse will immediately report suspected or confirmed COVID individuals to the Chester County Health Department. Staff will immediately close off the area(s) used by a sick</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>person and do not use before cleaning has occurred. Individuals who are sick or have an elevated temperature must go home, or to a healthcare facility depending on how severe their symptoms are; prior to leaving the school, provide guidance for self-isolation at home and returning to school. If an individual requires transportation by an ambulance, the school will alert the ambulance and hospital that the person may have COVID-19. The custodial crew will thoroughly clean and disinfect isolation room after each use. Nurses will train staff on the symptoms and procedure for sending individuals with symptoms to the school nurse or designee; ensure parents/guardians are aware of the classroom protocol. The district will educate and encourage parents to be prepared in the event their child has to stay home per the exclusion requirements. The district will maintain adequate personal protective equipment for use when individuals become ill. Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the Chester County Health Department following the <i>Exclusion From and Return to School Requirements</i>. Individuals returning to school after isolation or quarantine should notify the school prior to return.</p> <p>The Marple Newtown School District will consult with the Chester County Health Department prior to school closures and within-school-year changes in safety protocols and will partner with the Chester County Health Department to support contact tracing.</p>

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <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> <p>Strategic deployment of staff</p>	<p>School nurses will conduct temperature checks at school for high-risk students and staff, as well as the staff responsible for working with high-risk students; consult with the school nurse regarding high-risk students; high-risk students and staff include those who have high-risk household members. The administration will enforce face coverings for adults working in classrooms with high-risk individuals. Staff with higher risks should avoid gathering in groups of any size and avoid common areas such as staff lounges, and ensure diligence with face coverings. The staff will limit movement in and out of classrooms with high-risk students.</p> <p>Universal face coverings are required for all adults while on school property or when using school vehicles. It is recognized that some individuals may be unable to wear masks due to personal ability, age, health conditions, etc. (Some students may have a 504 for this purpose). If an adult is in a workspace/vehicle alone, removing the face cover is acceptable. If an adult is in a shared workspace, removing the face cover is acceptable when 6 feet distance can be maintained or physical barriers are in place. All bus drivers must wear face coverings (mask or shield) while on the bus or in the presence of students and staff. The district will share mask covering guidance with staff and faculty. Fabric masks should be washed regularly and non- fabric masks should be changed regularly, or when soiled.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>The district will update care plans and/or IEPs to include unique mitigation strategies for individual students. The district will ensure families who choose to not send their children to school receive remote learning opportunities aligning with IEP guidelines. The district will leverage classroom supports (e.g. teacher aides) for students who need special assistance with hygiene measures. The district will enforce face coverings, gloves, gowns for adults working with students with complex need, or vulnerable students, particularly when working one-on-one with students. Face shields are better for staff and students with hearing impairment. The district will increase frequency of cleaning high touch surfaces in spaces used by students with complex needs or other vulnerabilities. School personnel will increase frequency of hand washing for students with complex needs or other vulnerabilities, and staff that interact with them. Each school will conduct daily health checks of staff and students in special needs classrooms.</p> <p>The Marple Newtown School District has develop and adopted an Athletics Health and Safety Plan per Pennsylvania Guidance and the Chester County Health Department guidance for sports related activities.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **the Marple Newtown School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **Tuesday, August 4, 2020**

The plan was approved by a vote of:

 9 Yes

 0 No

Affirmed on: **August 5, 2020**

By:



(Signature of Board President)*

Matthew J. Bilker

(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.