



Sister Thea Bowman Catholic Academy Phased School Reopening Health and Safety Plan



Each school entity must create a Health and Safety Plan which 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.

Health and Safety Plan Summary:

Anticipated Launch Date: August 26, 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)	<p>All surfaces and floors will be cleaned and disinfected with EPA approved products. Highly touched surfaces, such as doorknobs, light switches, desks, etc. will be sanitized frequently throughout the school day.</p> <p>Hand sanitizer will be available in all classrooms and in hallways, and replaced when needed.</p> <p>Water fountains will be covered and not permitted to be used. Rugs and any fabric surfaces (such as chairs with fabric on them) should be removed, or reduced in number, if possible.</p> <p>When possible, and safe, windows and inside doors will be left open to allow for increased ventilation throughout the school day.</p> <p>Clean bathrooms regularly throughout the school day.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	<p>Student desks will be spaced 3 – 6 feet apart (dependent upon current guidelines) with plastic shields around them which are cleaned daily. Plastic shields optional.</p> <p>Move any non-essential furniture, materials of equipment that is not needed and store them in a place outside of the room</p>

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * 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 * Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes <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 should all face in the same direction.</p> <p>It is recommended that teachers use face shields, so students can see their lips as they are proving direction and instruction. Each student is encouraged to provide their own supplies to reduce the need to share supplies.</p> <p>Students will have lunch served in the cafeteria. Students will all face forward with only three students at a table.</p> <p>Training will be provided by Health and Safety Coordinator and Pandemic Team and/or school district nurse and begin for all staff and faculty 2 weeks prior to the beginning of the school year. Hand sanitation stations in each room.</p> <p>Decals and floor visuals indicating six-foot distancing will be included in classrooms, hallways and communal spaces.</p> <p>One-way traffic patterns for hallways, staircase.</p> <p>Decals will be displayed in bathrooms on appropriate hand washing.</p> <p>Limit or restrict volunteers.</p> <p>All visitors to the building will have their temperature taken upon entry. Entrance only permitted if temperature is under 100°F using Axillary or temporal modes.</p> <p>Only visitors who need to drop off or pick up students will be admitted to the building.</p> <p>Use outdoor spaces as much as possible.</p> <p>Each class has their own “space” for outdoor recess.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Limit the use of shared objects (gym equipment, art supplies, toys, games)</p> <p>CDC considerations for youth sports</p> <p>High school Athletics health and safety plan (needs to be adapted for elementary)</p> <p>All students are required to have their own supplies.</p> <p>Library books can be checked out, but need to be put aside for one week increments before being checked out again.</p> <p>Create transition schedules that minimize numbers in common spaces; hallways, cafeteria, etc.</p> <p>Bussing issues are dependent upon the local school districts who transport to Catholic Schools.</p> <p>Block scheduling as much as possible to limit student exposure.</p> <p>Limit the number of children in after-school care programs.</p> <p>No assemblies or large gatherings of students. (Virtual assemblies and field trips will be held instead).</p> <p>Face Shields for all faculty and staff.</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>Screen students upon entering the school building using non-contact thermometer;</p> <p>Walk through scanner 100°F or higher</p> <p>Axillary and temporal 100°F or higher</p> <p>Any student exhibiting signs of illness is sent to the isolation area and parents/guardian is contacted to take the student home or to a healthcare facility.</p>

Requirement(s)

*** Returning isolated or quarantined staff, students, or visitors to school**

Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols

Strategies, Policies and Procedures

Staff is required to complete a monitoring form upon entering the building (includes taking their temperature).

Record temperature

Are you taking any medication to suppress a fever? (y/n)

Are you currently experiencing any of the following symptoms?

1 or more symptoms	2 or more symptoms
Fever (100°F or higher) Cough Shortness of breath Difficulty breathing	Lack of smell or taste (w/out congestion) Sore throat Chills Muscle pain Headache Congestion or runny nose Nausea or vomiting Diarrhea

Any staff member that exhibits signs of illness is sent home or to isolation room;

All areas where the ill student/staff member may have been closed off and then completely disinfected after 24 hours (in order to allow all droplets to settle).

In accordance with state and local laws and regulations, school administrators should notify [local health officials](#), staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)](#)

Any students/staff that have had close contact may be asked to stay home and self-monitor for symptoms.

Requirement(s)	Strategies, Policies and Procedures
	<p>Administration must designate an area to be utilized as isolation.</p> <p>If a student/staff member becomes ill/has a history of exposure, they will be sent to the isolation area.</p> <p>The isolation area will need to have a staff member wearing PPE when a student is in the isolation area.</p> <p>A staff member calls a parent/guardian to pick up the student and take them home or to a healthcare facility. If they are taken to a healthcare facility, notify the facility of the possibility of a COVID-19 case.</p> <p>If a staff member becomes ill, send them home or to the isolation area and call for someone to get them if they are too ill to transport themselves home. If they are taken to a healthcare facility, notify the facility of the possibility of a COVID-19 case.</p> <p>Completely clean and disinfect the isolation area after the person who was ill left.</p> <p>If a visitor is exhibiting signs of illness, they are not to enter the building and are asked to leave. All surfaces and areas that were contaminated are disinfected.</p> <p>Re-admittance to school following illness – seek options to ensure that students/staff can return without infecting others:</p> <p>- Exclusion From and Return to School Requirements Form</p> <p>The table on page 23 may change dependent upon current local, state and federal guidance</p> <p>Health and safety coordinator will define procedures and needs</p> <p>All schools, regions, and diocese should have listed protocols on their websites.</p> <p>Any changes should be communicated via OPTION C and updated on local school website.</p> <p>Instructional Staff should review all changes with their students.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Work with health departments and local health care systems to disseminate hygiene and disinfection strategies for transmission prevention at home.</p> <p>Purchase adequate face coverings and other personal protective equipment as appropriate and carefully monitor inventory.</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>Establish a standard routine of checking the health status of all who enter the school. Ask staff and students and parents to identify themselves as higher risk.</p> <p>Have PPE resources available to all who enter the school and ensure all staff knows where they are located.</p> <p>Schools in the Diocese of Pittsburgh are subject to the state mandate regarding public health issues including the use of face coverings.</p> <p>Accommodations will also be made on an as needed basis according to recommendations.</p>