



# ARP ESSER Health and Safety Plan Guidance & Template

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

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

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

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

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

- a. Universal and correct wearing of [masks](#);
- b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
- c. [Handwashing and respiratory etiquette](#);
- d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
- e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
- f. [Diagnostic](#) and screening testing;
- g. Efforts to provide COVID-19 [vaccinations to school communities](#);
- h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
- i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

**\* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.**

## **Additional Resources**

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

## Health and Safety Plan Summary: **Chartiers-Houston School District**

**Initial Effective Date: August 26, 2021**

**Date of Last Review: July 28, 2021**

**Date of Last Revision: July 28, 2021**

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

**CHSD will monitor the latest recommendations from PDE, PADOH, and CDC and update their Health and Safety Plan accordingly. Board policies will be reviewed and adjusted as needed to assure compliance with the health and safety plan. The plan will be presented to the governing Board for approval when changes are necessary. Facilities and practices will be adapted to the extent possible to ensure that appropriate prevention and mitigation processes are followed. Desks will be separated 3 feet each to the maximum extent possible. Windows will be open and air ventilation will be monitored to evaluate air flow and ventilation. Quarantine measures will remain in force for positive cases and close contacts. School closure procedures will follow PDE/PA DOH guidelines. Instructional Model practices will be guided by PADOH and PDE rubrics. The current plan is to be open five days a week for students with the provision of remote classes for students who have a medical excuse from a doctor.**

**In addition to practicing standard hygienic preventative measures such as sneezing into one's elbow, handwashing for 20 seconds, disinfectant cleaning practices, and the use of PPE when required, CHSD will continue to encourage the vaccination of students and staff. CHSD will work with local pharmacies to provide optional vaccine clinics for staff and community members. CHSD will continue to practice standard mitigation efforts to include reducing close contact when feasible.**

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

**Educational models will be adapted to the needs of the students as appropriate, including virtual if needed. Social, emotional, mental health and other needs will be monitored and provided by school health providers, social workers and other mental behavior specialists when needed. Food service will be provided using various models as appropriate to the situation, including the availability of free meals if needed for students throughout the entire year.**

**Students in remote learning will be required to come into school once a week to check in with school counselors. They will have strict guidelines for participation and attendance to adhere to. They will have to come into school**

**to take exams and for large presentations, research projects, labs, or other class activities.**

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

ARP ESSER Requirement	Strategies, Policies, and Procedures
<ul style="list-style-type: none"> <li>• Universal and correct wearing of <a href="#">masks</a>;</li> </ul>	<ul style="list-style-type: none"> <li>• Unless the county is in the substantial mode and masks are mandated, students and staff will not be required to wear masks to school. If a substantial designation occurs in the county, the District will follow county health mandates. If not mandated, the wearing of masks while in the substantial phase is strongly encouraged.</li> <li>• CHSD will develop mitigation plans in line with the most recent PDE, PADOH, and CDC guidance with plans being updated every six months as needed. For those who are required due to a medical reason or opt to wear a mask, they must wear the mask correctly and consistently as recommended by the PA DOH. Mask wearing is a critical step everyone can take to reduce their risk of getting and spreading COVID-19. Staff and students will be trained on and reminded of proper mask use.</li> <li>• All implementation strategies will adhere to the student's IEP or 504 Plan.</li> </ul>
<ul style="list-style-type: none"> <li>• Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</li> </ul>	<ul style="list-style-type: none"> <li>• Desks will be set apart 3 feet to maximum extent feasible in rooms. Teachers will determine the maximum capacity for desk spacing in each room.</li> <li>• Turn desks in the same direction.</li> <li>• Students sit on one side of tables/desk facing the same direction.</li> <li>• Large Instructional Group Spaces may be used to accommodate class seating</li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<ul style="list-style-type: none"> <li>• Balance class numbers as much as possible – remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable).</li> <li>• Staff will maintain a distance of at least 3- 6 feet from other adults to the maximum extent feasible.</li> <li>• Staff will maintain at least 3- 6 feet from students, whenever possible and when not disruptive to the educational process.</li> <li>• Limit physical interaction through partner or group work.</li> <li>• Establish distance between the teacher’s desk/board and students’ desks.</li> <li>• Identify and utilize large spaces (i.e. gymnasiums and outside spaces – as weather permits) for social distancing.</li> </ul>
<ul style="list-style-type: none"> <li>• <a href="#">Handwashing and respiratory etiquette;</a></li> </ul>	<ul style="list-style-type: none"> <li>• Teach and reinforce good hygiene measures such as handwashing, covering coughs, <b>sneezing into elbows</b> and face coverings at start of school and ongoing as needed.</li> <li>• Provide hand soap, hand sanitizer, cleaning wipes/disinfectant spray, tissues, and paper towels in all classrooms and frequently trafficked areas.</li> <li>• Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, proper respiratory etiquette and school/district specific protocols.</li> <li>• Perform hand hygiene after having contact with respiratory secretions and contaminated objects or materials.</li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
<ul style="list-style-type: none"> <li>• <u>Cleaning</u> and maintaining healthy facilities, including improving <u>ventilation</u>;</li> </ul>	<ul style="list-style-type: none"> <li>• Daily cleaning of schools with soap and water, disinfectants and sanitizers to decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure. Provide additional cleaning to frequently touched surfaces and objects including door handles, sink handles and drinking fountains.</li> <li>• At least daily and throughout the day disinfecting schools and transportation vehicles using EPA-approved disinfectants against COVID-19 to reduce the risk.</li> <li>• Use of in-depth cleaning practices Wednesday and Friday nights, using HALT or other hospital grade disinfectants.</li> <li>• Follow standard protocols to clean surfaces that are not high touch.</li> <li>• Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors.</li> <li>• Install a UV filter system in duct work or by air intakes, possible ionization electrostatic filters</li> <li>• Water fountains will remain closed, water bottle filling stations will continue to be in use.</li> </ul>
<ul style="list-style-type: none"> <li>• <u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;</li> </ul>	<ul style="list-style-type: none"> <li>• Work with school administrators and school nurses to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms.</li> <li>• School nurses and other healthcare providers should use Standard and Transmission- Based Precautions when caring for sick people.</li> <li>• Contact family or guardians for the safe transportation of anyone who is sick home or to a healthcare facility.</li> <li>• Contact the local health authority before acting in response to a known or suspected communicable disease.</li> </ul>



ARP ESSER Requirement	Strategies, Policies, and Procedures
	<ul style="list-style-type: none"> <li>• Contact the local health authority for further guidance if a parent/guardian/caregiver notifies the school of potential exposure by a student, staff member, or school visitor.</li> <li>• Fill out and submit the Self Report and Line List forms provided by PDE and PADOH Joint Task Force for contact tracing.</li> <li>• Send out notifications to building staff and students with the appropriate information as needed.</li> <li>• Prohibit day to day classroom volunteers to reduce exposure to anyone coming into the school. All volunteers and visitors must report to principals' office upon entering the building.</li> <li>• Work closely with the community health center nurses to follow-up and complete contract tracing.</li> <li>• Develop policies and procedures based on CDC guidelines. Ensure that staff and students meet all requirements before returning to school safely.</li> </ul>
<ul style="list-style-type: none"> <li>• <a href="#">Diagnostic</a> and screening testing;</li> </ul>	<ul style="list-style-type: none"> <li>• Check for signs and symptoms of students and staff daily upon arrival.</li> <li>• Consider a process to address privacy concerns of monitoring practices and the potential stigma associated with monitoring and confirmed exposure or cases.</li> <li>• Develop a system for home/self-screening and reporting procedures. Parents are advised to keep sick student home and to seek medical attention if students are symptomatic.</li> <li>• Encourage staff to stay home if they are sick and encourage parents to keep sick children home.</li> </ul>
<ul style="list-style-type: none"> <li>• Efforts to provide <a href="#">vaccinations to school communities</a>;</li> </ul>	<ul style="list-style-type: none"> <li>• Work with community health centers and local pharmacies to provide on-site vaccinations or provide</li> </ul>



ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>brochures and other information as to when and where staff and students can receive vaccinations at their sites.</p>
<ul style="list-style-type: none"> <li>• Appropriate accommodations for students with disabilities with respect to health and safety policies; and</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure that any policy regarding face coverings or any other parts of the health and safety plans should be sensitive to the needs of students and staff with medical issues. Appropriate accommodations in compliance with federal and state laws should be made for students with disabilities with respect to health and safety policies and procedures. Mask breaks will be provided as needed for students opting to wear masks.</li> </ul>
<ul style="list-style-type: none"> <li>• Coordination with state and local health officials.</li> </ul>	<ul style="list-style-type: none"> <li>• LEA will work together with the Joint Task Force, PADOH, community health agencies and County Emergency Management Agencies to coordinate resources in accordance with their health and safety plan.</li> </ul>
<ul style="list-style-type: none"> <li>• Academic Intervention to reduce learning loss</li> </ul>	<ul style="list-style-type: none"> <li>• A math and an English tutor at the Elementary Level will be provided to work with students individually and in small groups on those standards where students are struggling. These areas will be identified through the use of diagnostic and formative assessments. Students will be pulled from classes for additional tutoring during the day and will have after school tutoring sessions afforded them, with transportation being provided. Student assessment data and classroom performance data will be used to assess progress. Teachers will meet in grade level teams with administration to review efficacy of academic interventions. Sessions will begin on September 7<sup>th</sup> 2021 and continue through May 20<sup>th</sup>, 2022</li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
<ul style="list-style-type: none"> <li>Students will have access to District laptops and tablets to use to complete work and communicate with faculty and administration. Technology infrastructure work is being done to increase switches, access points.</li> </ul>	<ul style="list-style-type: none"> <li>Laptops are being purchased and are intended for distribution to students for individual use for instruction, progress monitoring, minor assessments and teacher communication. These will be issued in August and will be collected in June</li> </ul>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Chartiers-Houston School District** reviewed and approved the Health and Safety Plan on **July 28, 2021**

The plan was approved by a vote of:

8 Yes

0 No

Affirmed on: **(July 28, 2021)**

By:

  
\_\_\_\_\_  
(Signature\* of Board President)

Richard M. Hall  
\_\_\_\_\_  
(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.