

Health and Safety Plan
Warren County School District
Phased Reopening Covid-19 Pandemic

2020-2021

Introduction

The Warren County School District (WCSD) recognizes that our schools are a critical community institution serving over 4,000 students. At the Special Board Meeting on June 29, 2020 Administration was directed by the Board of Education to prepare a Warren County School District reopening plan, for consideration at the regular meeting of July 13, 2020, that provides for the following:

1. the operation of all WCSD schools in accordance with the already-adopted 2020-21 calendar;
2. the operation of all WCSD schools on the normal daily schedule that was in use prior to March 2020;
3. the transportation of students using the normal bussing schedules that were in use prior to March 2020;
4. the operation of virtual platforms to provide at-home education to any student who is unable to physically attend school at WCSD facilities; and
5. the provision of hardware to students who are unable to physically attend school at WCSD facilities in order to enable students to utilize WCSD virtual platforms.

While the preceding 5 items are the District's objective, the Board also understands the importance of providing the Superintendent with the flexibility needed to instruct the students of the District during the COVID-19 pandemic as authorized by:

1. Section 520.1 of the School Code, which allows the WCSD to request the use of "temporary provisions" to allow for greater flexibility in the prescribed length of school days, number of days per week or usual hours of classes in times of emergency;
2. Section 1504 of the School Code authorizes the Secretary of Education to approve a school district's request to shift from 180 days of instruction to 990 hours (secondary) and 900 hours (elementary) of instruction per school year in order to accommodate the implementation of a "meritorious educational program;" and
3. Section 1505 of the School Code authorizes the Secretary of Education, upon his issuance of a health-related emergency declaration, to approve a school district meeting the 180 day of instruction requirement established in Section 1501 of the School Code through the provision of 990 hours of instruction at the secondary level and 900 hours of instruction at the elementary level.

At its July 13, 2020, meeting, the Board approved a Resolution to allow for such flexibility, as deemed necessary by the WCSD Superintendent, which is incorporated herein by reference and attached as an Addendum to this Plan.

This is a fluid document, based on the educational needs of students as well as local, state and federal guidelines that will continue to develop over time. State and Federal mandates will be followed and may contradict parts of this Plan as the pandemic

continues to evolve. The Superintendent is authorized to update this Plan as necessary based on new guidance and requirements and to immediately implement any updates. The updated Plan shall be re-approved by the Board at its next meeting, and the updated Plan shall be provided to PDE.

The WCSD 21st Century programs will follow this plan in all WCSD facilities.

The WCSD will provide online options, including the WCSD Virtual Academy. Any such instruction must be under the direction of a certified school employee unless otherwise permitted, and the WCSD must implement a system that accurately tracks out of school instructional time similar to attendance in the school building

While the District will implement this Plan to the best of its ability to mitigate the risk of COVID-19 exposure, the District cannot eliminate the risk or ensure that a student will not be exposed to COVID-19 while attending school in person. Parents/Guardians must consider their child's, and their family's, unique circumstances (medical and otherwise) and make a determination as to whether or not their child will attend school in person or participate in the online options, including the WCSD's Virtual Academy.

Parents/Guardians are also advised that, in order to protect the health and safety of all students and staff members, each student attending school in person plays an important role by complying with this Plan. Further, parents play an important role in screening their children for symptoms each day before school; not sending their children to school if they are ill; and educating their children about the importance of adherence to this Plan, practicing good hygiene habits, and practicing habits to prevent the spread of viruses and diseases; and informing the building principal and school nurse if their child is at high risk for severe illness from COVID-19 so that any reasonable accommodations can be put in place.

Health and Safety Plan: Warren County 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.

For purposes of this Plan, the term "Face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A "face covering" can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen. For purposes of this order, a face covering includes a plastic face shield that covers the nose and mouth. "Face coverings" may be factory-made, sewn by hand, or be improvised from household items, including but not limited to, scarfs, bandanas, t-shirts, sweatshirts, or towels.

For purposes of this Plan, the following persons qualify for an exemption from the face covering requirement:

1. Individuals who cannot wear a mask due to a medical condition, including those with respiratory issues that impede breathing, mental health condition, or disability.
2. Individuals for whom wearing a mask while working would create an unsafe condition in which to operate equipment or execute a task as determined by local, state, or federal regulators or workplace safety guidelines.
3. Individuals who would be unable to remove a mask without assistance.
4. Individuals who are under two years of age.
5. Individuals who are communicating or seeking to communicate with someone who is hearing-impaired or has another disability, where the ability to see the mouth is essential for communication.

TYPE OF REOPENING PLAN

Key Questions

How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?

How did you engage stakeholders in the type of re-opening your school entity selected?

How will you communicate your plan to your local community?

Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on your county's current designation and local community needs, which type of reopening has your school entity selected?

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

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): September 1, 2020

At its July 13, 2020, meeting, the Board approved a Resolution containing the Board's rationales associated with this type of reopening that is incorporated herein by reference and attached as an Addendum to this Plan.

Pandemic Team

Pandemic Coordinator Amy Stewart, Superintendent

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 a confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Amy Stewart	Superintendent	Both
Patty Hawley	Pupil Services	Both
Norbert Kennerknecht	Buildings and Grounds	Both
Gary Weber	Administrative Support Services	Both
Mike Kiehl	Transportation	Both
Eric Mineweaser	Curriculum and Instruction	Both
Lynn Shultz	Curriculum and Instruction	Both
Matt Jones	Grant Writer / Communication	Both
Boyd Freeborough	Safety and Security	Both
Scott Johnson	Food Services, Nutrition Group	Both
Christopher Byham	Stapleford & Byham	Plan Development
Jennifer Gornall	Knox Law Firm	Plan Development
Patrick Fanelli	Fanelli Willett Law Offices	Plan Development
Louise Tharp	Nursing Curriculum Coordinator	Plan Development

WCEA Focus Group	Teachers	Plan Development
WCESPA Focus Group	Support Employees	Plan Development
Student Focus Group	Students	Plan Development
Business & Community Focus Group	Business & Community	Plan Development
Parent Focus Group	Parents	Plan Development
Student Support Focus Group	Student Support Community	Plan Development
Administrative Support Group	Administrators	Plan Development
Board of Education	Board of Education	Plan 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 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:

Requirements	Action Steps under Green Phase	Action Steps under Yellow Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces,	Clean and disinfect high touch surfaces and objects within the school and on buses at least daily.	Clean and disinfect high touch surfaces and objects within the school and on buses at least daily.	N. Kennerknecht Director of Buildings and Grounds	CDC guidelines for cleaning schools Cleaning supplies	Y

<p>surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>Steps will be taken to limit the use of communal drinking fountains and provide safe alternatives for providing water when possible.</p> <p>Ensure ventilation systems are operating properly.</p> <p>Transportation contractors shall be required to, at Least daily, disinfect transportation vehicles using EPA-approved disinfectants against COVID-19.</p>	<p>Steps will be taken to limit the use of communal drinking fountains and provide safe alternatives for providing water when possible.</p> <p>Ensure ventilation systems are operating properly.</p> <p>Transportation contractors shall be required to, at Least daily, disinfect transportation vehicles using EPA-approved disinfectants against COVID-19.</p>		<p>Water fountain alternatives</p>	
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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:

Requirements	Action Steps under Green Phase	Action Steps under Yellow Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p>Restrict interactions between groups of students to the extent feasible.</p> <p>Limit gatherings, events and extracurricular activities to the mandated size of 250.</p> <p>Hold larger classes in gyms, auditoriums, large spaces, or outdoors, when possible.</p> <p>Alter classroom configuration and seating to maximize physical distance between students to the extent feasible, which may be less than 6 feet based on the size of the classroom and the number of persons in the classroom. When the size of the classroom and the number of persons in the classroom permits, social distancing of 6 feet will occur.</p> <p>Align seating in the same direction, when feasible.</p> <p>Limit partner or group work.</p>	<p>Restrict interactions between groups of students to the extent feasible.</p> <p>Limit gatherings, events and extracurricular activities to the mandated size of 25.</p> <p>Hold larger classes in gyms, auditoriums, large spaces, or outdoors, when possible.</p> <p>Alter classroom configuration and seating to maximize physical distance between students to the extent feasible, which may be less than 6 feet based on the size of the classroom and the number of persons in the classroom. When the size of the classroom and the number of persons in the classroom permits, social distancing of 6 feet will occur.</p> <p>Align seating in the same direction, when feasible.</p> <p>Limit partner or group work.</p>	<p>E. Mineweaser Director of Curriculum, Instruction and Assessment</p>		<p>Y</p>
<p>* Restricting the use of cafeterias and other congregate</p>	<p>Encourage students to use hand sanitizer prior to</p>	<p>Encourage students to use hand sanitizer prior to</p>	<p>J. Grosch Director of Business Services</p>	<p>Alcohol Based Sanitizer</p>	<p>Y</p>

<p>settings, and serving meals in alternate settings such as classrooms</p>	<p>consuming food or beverages.</p> <p>Encourage parents / guardians to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Utilize prepackaged condiments</p> <p>Encourage the non-sharing of food, beverages, and utensils.</p> <p>Install physical barrier between the register and service line.</p> <p>Clean student dining areas and cafeteria serving areas between lunch periods.</p> <p>Restrict the use of cafeterias so that students can be spaced 6 feet apart and remove their face coverings to eat and drink.</p> <p>Provide alternative meal settings that are used in conjunction with cafeterias so that students can be spaced 6 feet apart and remove their face coverings at all locations.</p>	<p>consuming food or beverages.</p> <p>Encourage parents / guardians to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias.</p> <p>Utilize prepackaged condiments.</p> <p>Encourage the non-sharing of food, beverages, and utensils.</p> <p>Install physical barrier between the register and service line.</p> <p>Clean student dining areas and cafeteria serving areas between lunch periods.</p> <p>Restrict use of cafeteria to 25 people. Meals will be served in small group settings.</p>			
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Promote and provide training for all students and staff on appropriate hygiene practices.</p> <p>Allow students to wash hands when requested.</p> <p>Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.</p>	<p>Promote and provide training for all students and staff on appropriate hygiene practices.</p> <p>Allow students to wash hands when requested.</p> <p>Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.</p>	<p>P. Hawley Director of Pupil Services</p>	<p>Alcohol Based Sanitizer</p> <p>CDC - handwashing resources that include health promotion materials, information on proper handwashing technique, and</p>	<p>Y</p>

				tips for families to help children develop good handwashing habits.	
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	Post signs in highly visible locations that promote everyday protective measures and how to stop the spread of germs.	Post signs in highly visible locations that promote everyday protective measures and how to stop the spread of germs.	G. Weber Director of Admin Support Services	CDC and other online District approved resources.	Y
* Identifying and restricting non-essential visitors and volunteers	Designate visitors as either essential or non-essential. Essential visitors will be required to adhere to district self-screening procedures and wear a face covering. Non-essential visitors will not be permitted to enter district facilities. Limit facilities utilization for non-District purposes.	Designate visitors as either essential or non-essential. Essential visitors will be required to adhere to district self-screening procedures and wear a face covering. Non-essential visitors will not be permitted to enter district facilities. Limit facilities utilization for non-District purposes.	A. Stewart Superintendent	Face coverings	Y
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	Physical Education Provide physical education activities that maximize physical distance and limit high touch equipment. Relocation of physical education classes may be necessary to make the gym available for other purposes.	Physical Education Relocate physical education classes and restrict physical education activities to those with no physical interaction. Provide parent with choice to enroll in WCSD virtual physical education.	E. Mineweaser Director of Curriculum, Instruction and Assessment		Y

	<p>Provide parent with choice to enroll in WCSD virtual physical education.</p> <p>Implement pertinent provisions of the District's Athletic Health & Safety Plan.</p> <p>Recess</p> <p>Keep homeroom classes together and limit mixing with other homeroom classes.</p> <p>Structure use of playground and indoor recess space.</p> <p>Ensure adequate playground equipment (balls, jump ropes, etc.) to limit the sharing of items or limit to one group of students at a time and disinfect between uses.</p> <p>Encourage outdoor recess when possible.</p> <p>Implement pertinent provisions of the District's Athletic Health & Safety Plan when recess involves physical activity.</p>	<p>Recess</p> <p>Keep homeroom classes together and limit mixing with other homeroom classes.</p> <p>Structure use of playground and indoor recess space.</p> <p>Ensure adequate playground equipment (balls, jump ropes, etc.) to limit the sharing of items or limit to one group of students at a time and disinfect between uses.</p> <p>Encourage outdoor recess when possible.</p> <p>Implement pertinent provisions of the District's Athletic Health & Safety Plan when recess involves physical activity.</p>	<p>E. Mineweaser Director of Curriculum, Instruction and Assessment</p>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>
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Monitoring Student and Staff Health

Key Questions

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

Summary of Responses to Key Questions:

Requirements	Action Steps under Green Phase	Action Steps under Yellow Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	Symptom screening will be done by all parents/guardians at home each morning before the school day.	Symptom screening will be done by all parents/guardians at home each morning before the school day.	P. Hawley Director of Pupil Services		Y
	Provide employee training to promote understanding of identifying and reporting COVID-19 signs and symptoms to the school nurse.	Provide employee training to promote understanding of identifying and reporting COVID-19 signs and symptoms to the school nurse.	G. Weber Director of Admin Support Services		Y
	Require all employees to continue current WCSD self-screening procedures upon entry to work.	Require all employees to continue current WCSD self-screening procedures upon entry to work.			Y
	Maintain attendance data to forecast upward	Maintain attendance data to forecast upward			Y

	<p>and downward trends in illness.</p> <p>Share resources with the school community to help families understand when to keep children home.</p> <p>Direct students and staff to see the nurse immediately if feeling symptomatic.</p> <p>Temperature screening will not be required upon entrance to school for students.</p>	<p>and downward trends in illness.</p> <p>Share resources with the school community to help families understand when to keep children home.</p> <p>Direct students and staff to see the nurse immediately if feeling symptomatic.</p> <p>Temperature screening will not be required upon entrance to school for students.</p>			<p>Y</p> <p>Y</p>
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Provide a “well-visit” and “sick-visit” traffic pattern in the nurse’s office.</p> <p>Provide area for isolation.</p> <p>Close off the area used by a symptomatic person, and do not use before cleaning and disinfecting.</p> <p>Follow John’s Hopkins contact tracing protocols.</p> <p>Minimize student and staff movement within the building to minimize contact and to maximize ability to contact trace effectively.</p>	<p>Provide a “well-visit” and “sick-visit” traffic pattern in the nurse’s office.</p> <p>Provide area for isolation.</p> <p>Close off the area used by a symptomatic person, and do not use before cleaning and disinfecting.</p> <p>Follow John’s Hopkins contact tracing protocols.</p> <p>Minimize student and staff movement within the building to minimize contact and to maximize ability to contact trace effectively.</p>	<p>P. Hawley Director of Pupil Services</p> <p>G. Weber Director of Admin Support Services</p>	<p>Isolation Area</p> <p>Well visit / sick visit alterations to nurse’s office</p> <p>John’s Hopkins contact tracing course</p>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Discontinue isolation by meeting all three of the following conditions:</p> <ul style="list-style-type: none"> • 10 days from the onset of symptoms. • Resolution of fever without the use of fever- 	<p>Discontinue isolation by meeting all three of the following conditions:</p> <ul style="list-style-type: none"> • 10 days from the onset of symptoms. • Resolution of fever without the use of fever- 	<p>P. Hawley Director of Pupil Services</p> <p>G. Weber Director of Admin Support Services</p>		<p>Y</p>

	<p>reducing medications for the previous 72 hours.</p> <ul style="list-style-type: none">• Improvement in respiratory symptoms (e.g., cough, shortness of breath)	<p>reducing medications for the previous 72 hours.</p> <ul style="list-style-type: none">• Improvement in respiratory symptoms (e.g., cough, shortness of breath)			
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Other Considerations for Students and Staff

Key Questions

- How will you determine which staff are willing/able to return? How will you accommodate staff who are unable or uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you address staff who are ill, or who have family members who have become ill?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

Requirements	Action Steps under Green Phase	Action Steps under Yellow Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff known to be at higher risk for severe illness	Cancel all non-essential travel and conferences.	Cancel all non-essential travel and conferences.	P. Hawley Director of Pupil Services	Face coverings	Y
	Follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act.	Follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act.	G. Weber Director of Admin Support Services		Y
	Provide revised attendance procedures.	Provide revised attendance procedures.			Y
	Parent/guardians are to screen their children for symptoms each day before school; keep their children home when they are ill; and consult with their healthcare provider when they are ill.	Parent/guardians are to screen their children for symptoms each day before school; keep their children home when they are ill; and consult with their healthcare provider when they are ill.			Y

	<p>Provide all parents with alternate options of enrollment (blended / WCSD Virtual Academy) so that a student is not required to attend school in person if his/her parents/guardians do not want him/her to attend school in person due to COVID-19 concerns.</p> <p>Provide access to appropriate PPE equipment and adhere to face covering requirements for students, staff, and visitors.</p> <p>Work with the parents/guardians of higher risk students and higher risk staff to provide requested reasonable accommodations when warranted, such as 6 feet of social distancing (even though 6 feet of social distancing may not be feasible for others due to classroom size, etc.), the use of physical barriers, etc.</p> <p>Encourage parents/guardians to inform the building principal and school nurse if their child is at high risk for severe illness so that any reasonable accommodations can be put in place.</p> <p>Encourage staff at each building to inform the building principal and school nurse if they are at high risk for severe illness so that any reasonable accommodations can be put in place. Employees</p>	<p>Provide all parents with alternate options of enrollment (blended / WCSD Virtual Academy). so that a student is not required to attend school in person if his/her parents/guardians do not want him/her to attend school in person due to COVID-19 concerns.</p> <p>Provide access to appropriate PPE equipment and adhere to face covering requirements for students, staff, and visitors.</p> <p>Work with the parents/guardians of higher risk students and higher risk staff to provide requested reasonable accommodations when warranted, such as 6 feet of social distancing (even though 6 feet of social distancing may not be feasible for others due to classroom size, etc.), the use of physical barriers, etc.</p> <p>Encourage parents/guardians to inform the building principal and school nurse if their child is at high risk for severe illness so that any reasonable accommodations can be put in place.</p> <p>Encourage staff at each building to inform the building principal and school nurse if they are at high risk for severe illness so that any reasonable accommodations can be put in place. Employees</p>			P
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	working at Central Office are encouraged to inform the Superintendent.	working at Central Office are encouraged to inform the Superintendent.			
* Use of face coverings by staff	<p>Provide all staff with access to appropriate PPE equipment and require face coverings at all times unless the staff member is eating or drinking and spaced 6 feet apart from others. Face covering is optional during any time that it is not required.</p> <p>* Staff that violate the face covering requirement may be subject to disciplinary procedures consistent with the District's employee discipline policies, procedures and/or practices.</p>	<p>Provide all staff with access to appropriate PPE equipment and require face coverings at all times unless the staff member is eating or drinking and spaced 6 feet apart from others. Face covering is optional during any time that it is not required.</p> <p>* Staff that violate the face covering requirement may be subject to disciplinary procedures consistent with the District's employee discipline policies, procedures and/or practices.</p>	G. Weber Director of Administrative Support Services		
*Use of face coverings by students	<p>Provide all students with access to appropriate PPE equipment and require face coverings at all times unless:</p> <ol style="list-style-type: none"> 1. The student is eating or drinking and spaced 6 feet apart from others; 2. The student is seated at a desk or assigned work area 6 feet apart from others; 3. The student is engaged in any activity 6 feet apart from others or is outside and able to maintain 6 feet of social distance from others; 	<p>Provide all students with access to appropriate PPE equipment and require face coverings at all times unless:</p> <ol style="list-style-type: none"> 1. The student is eating or drinking and spaced 6 feet apart from others; 2. The student is seated at a desk or assigned work area 6 feet apart from others; 3. The student is engaged in any activity 6 feet apart from others or is outside and able to maintain 6 feet of social distance from others; 	<p>P. Hawley Director of Pupil Services</p> <p>J. Grosch Director of Business Services</p>		

<p>* Adjusting transportation practices</p>	<p>4. The student is actively engaged in a workout or competition during physical education class or physical activity during recess; or</p> <p>5. The student qualifies for an exemption to the face covering requirement. In such case, the student shall be socially distanced 6 feet from others while in the classroom to the extent feasible or while eating.</p> <p>* A face covering is optional during any time that it is not required.</p> <p>* Students who violate the face covering requirement may be subject to discipline pursuant to the "Miscellaneous Inappropriate Behavior" provision of the Discipline Code.</p> <p>Require use of face coverings on District transportation at all times unless a person in the vehicle qualifies for an exemption to the face covering requirement. Any such person shall be socially distanced 6 feet from other students to the extent feasible.</p> <p>No more than 2 occupants per seat.</p> <p>When the size of the vehicle and the number of occupants permits, the District's transportation contractors shall be advised that social distancing of 6 feet is to occur.</p>	<p>4. The student is actively engaged in a workout or competition during physical education class or physical activity during recess; or</p> <p>5. The student qualifies for an exemption to the face covering requirement. In such case, the student shall be socially distanced 6 feet from others while in the classroom to the extent feasible or while eating.</p> <p>* A face covering is optional during any time that it is not required.</p> <p>* Students who violate the face covering requirement may be subject to discipline pursuant to the "Miscellaneous Inappropriate Behavior" provision of the Discipline Code.</p> <p>Require use of face coverings on District transportation at all times unless a person in the vehicle qualifies for an exemption to the face covering requirement. Any such person shall be socially distanced 6 feet from other students to the extent feasible.</p> <p>No more than 2 occupants per seat.</p> <p>When the size of the vehicle and the number of occupants permits, the District's transportation contractors shall be advised that social</p>	<p>J. Grosch Director of Business Services</p> <p>Michael Kiehl Transportation Manager</p>		
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	Parents/Guardians have the option of arranging for non-District provided transportation for their child due to COVID 19 related concerns.	distancing of 6 feet is to occur. Parents/Guardians have the option of arranging for non-District provided transportation for their child due to COVID 19 related concerns.			
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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
Back to School Health and Safety Plan for Cafeteria Employees	Cafeteria	J. Grosch	TBD	TBD	TBD	
Back to School Health and Safety Plan for Custodial Employees	Custodians	B. Freeborough	TBD	TBD	TBD	
Back to School Health and Safety Plan for Maintenance and Grounds Employees	Maintenance / Buildings & Grounds	B. Freeborough	TBD	TBD	TBD	
Back to School Health and Safety Plan for Technology Employees	Technicians	G. Weber	TBD	TBD	TBD	
Back to School Health and Safety Plan for Secretarial Employees	Secretaries	P. Hawley	TBD	TBD	TBD	
Back to School Health and Safety Plan for Paraprofessional Employees	Paras	P. Hawley	TBD	TBD	TBD	
Back to School Health and Safety Plan for Administrative Employees	Admins	A. Stewart	TBD	TBD	TBD	
Back to School Health and Safety Plan for 21 st Century Employees	21 st Century	C. Haslett	TBD	TBD	TBD	

Back to School Health and Safety Plan for Administrative Support Employees	Admin Support	A. Stewart	TBD	TBD	TBD	
Back to School Health and Safety Plan for WCEA Employees	Teachers	Principals	TBD	TBD	TBD	
Back to School Health and Safety Plan for Students	Students	Teachers	TBD	TBD	TBD	
Back to School Health and Safety Plan for Parents	Parents	A. Stewart	TBD	TBD	TBD	

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols, practicing safe hygiene in the home, 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
Focus Groups	WCEA	Amy Stewart Superintendent	In-person meeting	June 18, 2020	June 18, 2020
	WCESPA	Amy Stewart Superintendent	In-person meeting	June 18, 2020	June 18, 2020
	Students	Amy Stewart Superintendent	In-person meeting	June 22, 2020	June 22, 2020
	Business / Community	Amy Stewart Superintendent	In-person meeting	June 22, 2020	June 22, 2020
	Parents	Amy Stewart Superintendent	In-person meeting	June 22, 2020	June 22, 2020
	Student Support Agencies	Amy Stewart Superintendent	In-person meeting	June 23, 2020	June 23, 2020
	Administrators	Amy Stewart Superintendent	In-person meeting	June 25, 2020	June 25, 2020
	Board	Amy Stewart Superintendent	Board Meeting	June 29, 2020	June 29, 2020

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Warren County School District** reviewed and approved this Health and Safety Plan on July 13, 2020

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: July 13, 2020

By:

(Signature of Board President)

(Print Name of Board President)

ATTEST:

(Signature of Board Secretary)

(Printed Name of Board Secretary)