



# 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](#); Face coverings are optional for staff and students in South Western School District Buildings and while on South Western School District property. The South Western School District will continue to monitor and review both CDC and PA Commonwealth guidance. Any student, staff member or visitor who wishes to wear a face covering will be permitted to do so while in the buildings or on South Western School District property. At this time masks are still required on school district buses due to the CDC order from January 29, 2021.
  - b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding); Students and staff will follow physically distanced guidelines as defined in CDC and PDE guidelines. Students and staff will be physically distanced and students will be cohorted, as feasible, to the greatest extent possible throughout the day.
  - c. [Handwashing and respiratory etiquette](#); Opportunities and time for routine, thorough hand washing shall be encouraged among all building occupants. Hand sanitizer shall be made readily available throughout the buildings for when hand washing is not practical. Posters and conversational discussion points shall be utilized to promote awareness and reinforce appropriate cough/sneeze etiquette and the further mitigation of the spread of germs (e.g. utilizing tissues and disposal thereof, elbows not hands, proper washing/sanitizing techniques).
  - d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#); Deliberate, specific cleaning protocols shall continue to be followed in accordance with the latest CDC guidance, with priority given to common high touch surfaces. Routine and deep cleaning protocols shall be updated as CDC and PA Department of Health guidance evolves alongside Environmental Protection Agency (EPA) approvals and certifications. Cleaning and sanitizing stations shall be made readily available for occupants to immediately address cleanliness and hygiene (e.g. wipes and/or disinfectants to spot treat sneezes, coughs or other potential infectious risks). Airborne risks shall be mitigated with a focus on adequate fresh air ventilation. HVAC system preventive maintenance and filter change schedules shall be followed in order to assure reliable performance to the greatest extent feasible. HVAC system run times shall be extended to include one hour prior and two hours after anticipated occupancy times to flush spaces with fresh air. During occupancy periods, outside air dampers shall be set to maintain sufficient hourly air exchange for adequate fresh ventilation.

- e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments; Any student, staff member, or individual who is considered to be a close contact of a COVID-19 positive person and is not fully vaccinated should immediately quarantine and contact their health care provider to schedule diagnostic testing. Any person who has tested positive for and recovered from COVID-19 in the previous 90 days does not need to quarantine or get tested. Any person who tests positive for COVID-19 or has symptoms should begin isolation regardless of prior infection or vaccination status. Each building will maintain a log of any person, outside of employees or students, who enter the building in the event they are close contacts to any person(s) who may be positive for COVID-19. The district will maintain COVID-19 information, including a dashboard with positive cases by building, on the district website for community review. Students, staff, and individuals who test positive for COVID-19 should isolate and remain home from school until all isolation requirements have been met. The district will share specific guidelines for teachers and families in the event a classroom or building would need to transition to temporary remote learning.
- f. [Diagnostic](#) and screening testing; Students should complete the COVID-19 daily screener before arriving at the bus stop or school each day. Employees and any individuals coming onto school property should complete the COVID-19 daily screener before arriving each day. Students, staff, or individuals who are symptomatic and/or do not pass the COVID-19 daily screener should not return to school until they have been given an alternative diagnosis by a health care professional or have received a negative COVID-19 test result from a healthcare professional. If a student or staff member in a school becomes symptomatic during the school day, they should report to the building nurse for evaluation.
- g. Efforts to provide [vaccinations to school communities](#); The district will continue to partner with local health care agencies to provide information on vaccine opportunities. The district will share information on vaccination opportunities within the local community on the district's website.
- h. Appropriate accommodations for students with disabilities with respect to health and safety policies; Parents of students at higher risk should communicate any health management plans to the building administrator and/or nurse. Accommodations will be provided to students with disabilities based on their individual needs.
- i. Coordination with state and local health officials; District staff and local DOH staff will work together to identify close contacts of any individual who has tested positive while attending a school building or event. The district will work in collaboration with local DOH officials to determine risk assessment, guidelines for isolation, and quarantining in concert with other infection mitigation recommendations. Local district staff and local DOH staff will work together on contact tracing which can involve gathering information on additional close contacts from building personnel.

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 Thorough an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

# Health and Safety Plan Summary: **South Western School District**

**Initial Effective Date:**

**Date of Last Review:**

**Date of Last Revision:**

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

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p><b>a. Universal and correct wearing of <a href="#">masks</a>;</b></p>	<p>Face coverings are optional for staff and students in South Western School District Buildings and while on South Western School District property. The South Western School District will continue to monitor and review both CDC and PA Commonwealth guidance. Any student, staff member or visitor who wishes to wear a face covering will be permitted to do so while in the buildings or on South Western School District property. At this time, masks are still required on school district buses due to the CDC order from January 29, 2021.</p>

<p><b>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</b></p>	<p>Students and staff will follow physically distanced guidelines as defined in CDC and PDE guidelines. Students and staff will be physically distanced and students will be cohorted, as feasible, to the greatest extent possible throughout the day.</p>
<p><b>c. <a href="#">Handwashing and respiratory etiquette</a>;</b></p>	<p>Opportunities and time for routine, thorough hand washing shall be encouraged among all building occupants. Hand sanitizer shall be made readily available throughout the buildings for when hand washing is not practical. Posters and conversational discussion points shall be utilized to promote awareness and reinforce appropriate cough/sneeze etiquette and the further mitigation of the spread of germs (e.g. utilizing tissues and disposal thereof, elbows not hands, proper washing/sanitizing techniques).</p>
<p><b>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</b></p>	<p>Deliberate, specific cleaning protocols shall continue to be followed in accordance with the latest CDC guidance, with priority given to common high touch surfaces. Routine and deep cleaning protocols shall be updated as CDC and PA Department of Health guidance evolves alongside Environmental Protection Agency (EPA) approvals and certifications. Cleaning and sanitizing stations shall be made readily available for occupants to immediately address cleanliness and hygiene (e.g. wipes and/or disinfectants to spot treat sneezes, coughs or other potential infectious risks). Airborne risks shall be mitigated with a focus on adequate fresh air ventilation. HVAC system preventive maintenance and filter change schedules shall be followed in order to assure reliable performance to the greatest extent feasible. HVAC system run times shall be</p>

	<p>extended to include one hour prior and two hours after anticipated occupancy times to flush spaces with fresh air. During occupancy periods, outside air dampers shall be set to maintain sufficient hourly air exchange for adequate fresh ventilation.</p>
<p>e. <b><u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;</b></p>	<p>Any student, staff member, or individual who is considered to be a close contact of a COVID-19 positive person and is not fully vaccinated should immediately quarantine and contact their health care provider to schedule diagnostic testing. Any person who has tested positive for and recovered from COVID-19 in the previous 90 days does not need to quarantine or get tested. Any person who tests positive for COVID-19 or has symptoms should begin isolation regardless of prior infection or vaccination status.</p> <p>Each building will maintain a log of any person, outside of employees or students, who enter the building in the event they are close contacts to any person(s) who may be positive for COVID-19.</p> <p>The district will maintain COVID-19 information, including a dashboard with positive cases by building, on the district website for community review.</p> <p>Students, staff, and individuals who test positive for COVID-19 should isolate and remain home from school until all isolation requirements have been met.</p> <p>The district will share specific guidelines for teachers and families in the event a classroom or building would need to transition to temporary remote learning.</p>
<p>f. <b><u>Diagnostic</u> and screening testing;</b></p>	<p>Students should complete the COVID-19 daily screener before arriving at the bus stop or school each day.</p>

	<p>Employees and any individuals coming onto school property should complete the COVID-19 daily screener before arriving each day.</p> <p>Students, staff, or individuals who are symptomatic and/or do not pass the COVID-19 daily screener should not return to school until they have been given an alternative diagnosis by a health care professional or have received a negative COVID-19 test result from a healthcare professional.</p> <p>If a student or staff member in a school becomes symptomatic during the school day, they should report to the building nurse for evaluation.</p>
<p><b>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</b></p>	<p>The district will continue to partner with local health care agencies to provide information on vaccine opportunities.</p> <p>The district will share information on vaccination opportunities within the local community on the district’s website.</p>
<p><b>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</b></p>	<p>Parents of students at higher risk should communicate any health management plans to the building administrator and/or nurse.</p> <p>Accommodations will be provided to students with disabilities based on their individual needs.</p>
<p><b>i. Coordination with state and local health officials.</b></p>	<p>District staff and local DOH staff will work together to identify close contacts of any individual who has tested positive while attending a school building or event.</p> <p>The district will work in collaboration with local DOH officials to determine risk assessment, guidelines for isolation, and quarantining in concert with other infection mitigation recommendations.</p> <p>Local district staff and local DOH staff will work together on contact tracing which can involve gathering information on</p>

	additional close contacts from building personnel.
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**Health and Safety Plan Governing Body Affirmation Statement**

The Board of Directors/Trustees for South Western School District reviewed and approved the Health and Safety Plan on .

The plan was approved by a vote of:

\_\_\_\_\_ **Yes**

\_\_\_\_\_ **No**

Affirmed on: **(INSERT DATE: MONTH, DAY, YEAR)**

By:

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*(Signature\* of Board President)*

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*(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.