



## **Phased School Reopening**

### Health and Safety Plan Template

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.

*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.*

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**Type of Reopening**

All students will begin in a virtual learning environment until October 5, 2020. The district will use the time prior to October 5 to ensure that all safety measures are in place and to continually evaluate the impact of Covid-19 in our community.

Starting on October 5, 2020, as long as the Covid-19 situation in the county will permit returning to in-person instruction, the district will return to in-person instruction, allowing for remote (synchronous) learning and cyber learning options for parents who wish to choose them.

**Cleaning, Sanitizing, Disinfecting, and Ventilation**

Summary: A rigorous cleaning and sanitizing schedule will be established to ensure that all areas are appropriately cleaned and sanitized. Additional custodial support will be added during the school day to ensure that surfaces, restrooms, classrooms, and the playground are appropriately cleaned and sanitized. Teachers will also be provided with cleaning and disinfecting supplies to use in the classroom as appropriate. The district has purchased cleaning and disinfecting supplies already and will continue to purchase them as necessary to ensure an adequate supply. Daily cleaning, sanitizing, disinfecting, and ventilation protocols will be implemented to ensure and maintain staff and student safety.

### Cleaning, Sanitizing, Disinfecting, and Ventilation Action Steps

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>Classroom Disinfecting Protocols: When a student is sent home with any flu/virus symptoms the nurse notifies the building secretary. The building secretary provides the day custodian the room(s) that the student was in during the day. The day custodian disinfects all classroom spaces adjacent to the student desks.</p> <p>Classroom Disinfecting Protocols During School Day: restroom handles, doors, sinks are disinfected several times during the day.</p> <p>To the maximum extent possible, students will not share any supplies. When it becomes necessary to share supplies, the supplies will be disinfected between uses.</p> <p>Teachers will be provided with disinfecting wipes and disinfectant spray to use to clean supplies between student use if needed.</p> <p>Playground equipment will be sprayed with the disinfectant sprayer between classes.</p> <p>Water fountains will be off limits except for specifically designated fountains that will only be used for refilling water bottles. Students and staff will be encouraged to bring reusable water bottles to reduce the frequency of water fountain use.</p> <p>Restrooms will be closed and sprayed with disinfectants at least twice during the day.</p> <p>Door handles in the entire building are disinfected at least twice during the day.</p> <p>The office counter and other common areas (mailbox, copiers, etc...) are disinfected at least twice during the day.</p> <p>Buses and vans will be sanitized at least twice a day.</p> <p>Cafeteria tables will be cleaned prior to each use and the cafeteria will be</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>Classroom Disinfecting Protocols: When a student is sent home with any flu/virus symptoms the nurse notifies the building secretary. The building secretary provides the day custodian the room(s) that the student was in during the day. The day custodian disinfects all classroom spaces adjacent to the student desks.</p> <p>Classroom Disinfecting Protocols During School Day: restroom handles, doors, sinks are disinfected several times during the day.</p> <p>To the maximum extent possible, students will not share any supplies. When it becomes necessary to share supplies, the supplies will be disinfected between uses.</p> <p>Teachers will be provided with disinfecting wipes and disinfectant spray to use to clean supplies between student use if needed.</p> <p>Playground equipment will be sprayed with the disinfectant sprayer between classes.</p> <p>Water fountains will be off limits except for specifically designated fountains that will only be used for refilling water bottles. Students and staff will be encouraged to bring reusable water bottles to reduce the frequency of water fountain use.</p> <p>Restrooms will be closed and sprayed with disinfectants at least twice during the day.</p> <p>Door handles in the entire building are disinfected at least twice during the day.</p> <p>The office counter and other common areas (mailbox, copiers, etc...) are disinfected at least twice during the day.</p> <p>Buses and vans will be sanitized at least twice a day.</p> <p>Cafeteria tables will be cleaned prior to each use and the cafeteria will be</p>

	<p>sanitized at least twice a day.</p> <p>A cleaning log will be kept in a public space documenting the completion of tasks.</p> <p>Nightly Cleaning: Restroom handles, doors, sinks, and toilets are disinfected nightly.</p> <p>Common areas as sprayed using disinfectant each night.</p> <p>Student desks are disinfected each night.</p> <p>All door handles in the entire building are disinfected.</p> <p>The office counter and other common areas (mailbox, copiers, etc...) are disinfected.</p> <p>Personal Protective Equipment PPE, appropriate for employees, will be provided to nursing staff and custodial staff.</p> <p>Teachers will wear a mask unless unable to do so due to health reasons. Staff may wear a face shield when it becomes necessary for students to see their faces but will stay 6 feet away from others.</p>	<p>sanitized at least twice a day.</p> <p>A cleaning log will be kept in a public space documenting the completion of tasks.</p> <p>Nightly Cleaning: Restroom handles, doors, sinks, and toilets are disinfected nightly.</p> <p>Common areas as sprayed using disinfectant each night.</p> <p>Student desks are disinfected each night.</p> <p>All door handles in the entire building are disinfected.</p> <p>The office counter and other common areas (mailbox, copiers, etc...) are disinfected.</p> <p>Personal Protective Equipment PPE, appropriate for employees, will be provided to nursing staff and custodial staff.</p> <p>Teachers will wear a mask unless unable to do so due to health reasons. Staff may wear a face shield when it becomes necessary for students to see their faces but will stay 6 feet away from others.</p>
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Maintenance will ensure proper running of ventilation equipment.</p> <p>To the maximum extent possible, classrooms, offices, buses, and vans will open windows to allow outside airflow in addition to the already in place ventilation system.</p> <p>When feasible outside learning spaces may be utilized to ensure adequate ventilation.</p>	<p>Maintenance will ensure proper running of ventilation equipment.</p> <p>To the maximum extent possible, classrooms, offices, buses, and vans will open windows to allow outside airflow in addition to the already in place ventilation system.</p> <p>When feasible outside learning spaces may be utilized to ensure adequate ventilation.</p>

### **Social Distancing and Other Safety Protocols**

Summary: To the maximum extent possible, the district will ensure social distancing for students and staff. This includes the rearrangement of learning spaces and the use of non-traditional learning spaces (auditorium, library, etc.) to allow for social distancing. Elementary students will remain with their class throughout the day. Given the nature of the middle/high school schedule, it is impossible to limit interactions to the same groups of students and teachers. In those instances, social distancing, masks, and other mitigation protocols will be in place as described in this plan. Communal spaces will be used when social distancing is possible. When we are able to safely do so, the district will use outside learning spaces. Hygiene practices will be taught and reinforced with all students and staff members. No volunteers will be permitted in the building under any phase, and no visitors will be permitted during the yellow phase. Only essential visitors who cannot conduct their business virtually will be permitted during the green phase. All students and staff will engage in training related to social distancing, hygiene practices, and mitigation factors.

### Social Distancing and Other Safety Protocols Action Steps

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<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>When students return to school, the following in-person protocols will be in place.</p> <p>To the maximum extent possible, middle/high school desks will be separated by six feet to ensure separation between students and staff.</p> <p>At the middle/high school if six feet of separation is not possible, classes may be moved to a larger classroom/learning environment for the period.</p> <p>In classrooms which have tables that will not allow for social distancing, tables will be replaced by desks to ensure separation between students.</p> <p>Desks/chairs/seats will follow CDC and/or DOH guidelines for the distance between seats to the maximum extent possible in the elementary building.</p> <p>Students will be assigned seats to use in the class or during the period. Only that student will be permitted to use that desk, chair, or seat during that class or period.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>To the maximum extent possible, middle/high school desks will be separated by six feet to ensure separation between students and staff.</p> <p>At the middle/high school if six feet of separation is not possible, classes may be moved to a larger classroom/learning environment for the period.</p> <p>In classrooms which have tables that will not allow for social distancing, tables will be replaced by desks to ensure separation between students.</p> <p>Desks/chairs/seats will follow CDC and/or DOH guidelines for the distance between seats to the maximum extent possible in the elementary building.</p> <p>Students will be assigned seats to use in the class or during the period. Only that student will be permitted to use that desk, chair, or seat during that class or period.</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p><b>Middle/High School</b></p> <p>At the middle/high school, students will be socially distanced at cafeteria tables, with seats being blocked off to allow for distance between students. Additional cafeteria tables will be set up in the common area in front of the cafeteria and in the auxiliary gym to ensure that there are adequate seats that are socially distanced for students.</p> <p>Spots on the floor will be labeled to show students social distancing when standing in line for their food.</p> <p>Plexiglass guards will be placed in the serving lines and around the cashier's stand to create a barrier between students and cafeteria workers/food.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p><b>Middle/High School</b></p> <p>At the middle/high school, students will be socially distanced at cafeteria tables, with seats being blocked off to allow for distance between students. Additional cafeteria tables will be set up in the common area in front of the cafeteria and in the auxiliary gym to ensure that there are adequate seats that are socially distanced for students.</p> <p>Spots on the floor will be labeled to show students social distancing when standing in line for their food.</p> <p>Plexiglass guards will be placed in the serving lines and around the cashier's stand to create a barrier between students and cafeteria workers/food.</p>

	<p>Breakfast will be available in the cafeteria or in the hallway by the library to ensure that students are able to socially distance during breakfast. Students will be assigned to various areas in the building (auditorium, library, auxiliary gym, or cafeteria) to space them out during breakfast.</p> <p><b>Elementary</b></p> <p>Grab and go breakfast will be available for students as they arrive to eat in their classroom.</p> <p>Each lunch period covers two grades. One grade will eat in their classrooms with lunch orders being taken in advance and delivered to the classroom. The other grade will eat in the cafeteria with spaces marked off to ensure social distancing. Grades will alternate locations by week so no one grade has to eat in their classroom all the time.</p> <p><b>Assemblies</b></p> <p>Grade level meetings will be suspended and done virtually with students watching from their classrooms.</p>	<p>Breakfast will be available in the cafeteria or in the hallway by the library to ensure that students are able to socially distance during breakfast. Students will be assigned to various areas in the building (auditorium, library, auxiliary gym, or cafeteria) to space them out during breakfast.</p> <p><b>Elementary</b></p> <p>Grab and go breakfast will be available for students as they arrive to eat in their classroom.</p> <p>Each lunch period covers two grades. One grade will eat in their classrooms with lunch orders being taken in advance and delivered to the classroom. The other grade will eat in the cafeteria with spaces marked off to ensure social distancing. Grades will alternate locations by week so no one grade has to eat in their classroom all the time.</p> <p><b>Assemblies</b></p> <p>Grade level meetings will be suspended and done virtually with students watching from their classrooms.</p>
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p><b>Hand washing/sanitizing protocols:</b></p> <p>Hand sanitizer will be provided to students, employees, and visitors upon entering the building.</p> <p>Elementary students will wash hands during scheduled hand breaks: arrival, mid-morning, before lunch, after lunch, mid-afternoon, and dismissal.</p> <p>Hand sanitizer will be available in all occupied instructional spaces for staff and students.</p> <p>Each instructional space will have a disinfecting spray, wipes, and paper towels. Desks and chairs will be sanitized throughout the day while the classroom is empty.</p> <p>During the first few weeks of school, teachers will teach lessons focused on healthy habits and sanitary precautions with COVID-19.</p> <p><b>Hall passes:</b></p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p><b>Hand washing/sanitizing protocols:</b></p> <p>Hand sanitizer will be provided to students, employees, and visitors upon entering the building.</p> <p>Elementary students will wash hands during scheduled hand breaks: arrival, mid-morning, before lunch, after lunch, mid-afternoon, and dismissal.</p> <p>Hand sanitizer will be available in all occupied instructional spaces for staff and students.</p> <p>Each instructional space will have a disinfecting spray, wipes, and paper towels. Desks and chairs will be sanitized throughout the day while the classroom is empty.</p> <p>During the first few weeks of school, teachers will teach lessons focused on healthy habits and sanitary precautions with COVID-19.</p> <p><b>Hall passes:</b></p>

	<p>Paper/disposable hall passes will be used for emergency needs. Passes will be limited to one student at a time.</p> <p>At the middle/high school students will utilize eHall Pass, an electronic hall pass system.</p>	<p>Paper/disposable hall passes will be used for emergency needs. Passes will be limited to one student at a time.</p> <p>At the middle/high school students will utilize eHall Pass, an electronic hall pass system.</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>CDC and/or DOH signage for restrooms, hallways, and classrooms will be utilized. Markings on the floor to promote social distancing will be placed outside restrooms and in the cafeteria and hallways.</p> <p>Handwashing signs will be posted in every bathroom and by classroom sinks (appropriate hand washing guidance).</p> <p>Visitor signs regarding entry, hand sanitizer, social distancing, etc. will be posted.</p> <p>The district webpage will continue to be utilized as a hub for COVID-19 information.</p> <p>All calls will continue to provide the district families with messages regarding COVID-19 and school implications.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>CDC and/or DOH signage for restrooms, hallways, and classrooms will be utilized. Markings on the floor to promote social distancing will be placed outside restrooms and in the cafeteria and hallways.</p> <p>Handwashing signs will be posted in every bathroom and by classroom sinks (appropriate hand washing guidance).</p> <p>Visitor signs regarding entry, hand sanitizer, social distancing, etc. will be posted.</p> <p>The district webpage will continue to be utilized as a hub for COVID-19 information.</p> <p>All calls will continue to provide the district families with messages regarding COVID-19 and school implications.</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>Non-essential visitors and all volunteers will be prohibited.</p> <p>Meetings will be conducted virtually with outside individuals.</p> <p>If an in-person meeting is absolutely necessary, visitors must wear a face mask unless a medical condition prevents them from doing so and they will have their temperature checked upon arrival to school. The visitor will be restricted to the waiting area (fish-bowl) until the meeting and will be escorted directly to the meeting area. Meeting participants will be at least 6 feet apart during the meeting and the meeting space will be disinfected after the meeting.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>Visitors for necessary meetings will be permitted but must follow all of the aforementioned safety protocols.</p> <p>Non-essential visitors and volunteers will be prohibited.</p> <p>Visitors must wear a face mask unless a medical condition prevents them from doing so and they will have their temperature checked upon arrival to school. The visitor will be restricted to the waiting area (fish-bowl) until the meeting and will be escorted directly to the meeting area. Meeting participants will be at least 6 feet apart during the meeting and the meeting space will be disinfected after the meeting.</p>

\* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports

See UASD's Return to Play Plan for Athletic Reopening Guidelines.

When students return to school, the following in-person protocols will be in place.

#### **Physical Education**

Students will not be required to change into PE clothes and will be provided with low-impact activities for those who choose. All activities that will be conducted as part of class can be completed in the clothing they wore to school.

Curriculum will focus on skill development and ensure activities that promote social distancing.

Outside learning spaces will be utilized whenever possible.

Students will be provided with a designated spot for instruction and attendance.

Students will wash hands or use sanitizer before class begins. Equipment will be sanitized between classes. Students will wash hands or use sanitizer at the end of class.

#### **Recess**

Elementary classes will be assigned individual times for recess with no more than 3 classrooms at the same time. Each class will have a different area assigned for recess to allow for social distancing. Areas will rotate based on a schedule so each class has access to all facilities. Students will be permitted to use the playground or track on a rotating basis. Playground equipment will be sprayed with disinfectant between classes. Students will wash or sanitize hands at the beginning of recess and at the end of recess.

See UASD's Return to Play Plan for Athletic Reopening Guidelines.

When students return to school, the following in-person protocols will be in place.

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Outside learning spaces will be utilized whenever possible.

Students will be provided with a designated spot for instruction and attendance.

Students will wash hands or use sanitizer before class begins. Equipment will be sanitized between classes. Students will wash hands or use sanitizer at the end of class.

#### **Recess**

Elementary classes will be assigned individual times for recess with no more than 3 classrooms at the same time. Each class will have a different area assigned for recess to allow for social distancing. Areas will rotate based on a schedule so each class has access to all facilities. Students will be permitted to use the playground or track on a rotating basis. Playground equipment will be sprayed with disinfectant between classes. Students will wash or sanitize hands at the beginning of recess and at the end of recess.

<p>Limiting the sharing of materials among students</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>To the maximum extent possible, students will be provided with their own supplies to use. The district will purchase commonly used classroom supplies to ensure that students are not sharing these supplies.</p> <p>If it becomes necessary to share any supplies, disinfecting wipes are available in the classroom to use between students.</p> <p>Elementary classroom teachers will design stations that will be used by one student or that can be disinfected between uses.</p> <p>Library books will be held after return for five days before reshelving to ensure that they are properly disinfected.</p> <p>The district is one-to-one with Chromebooks, so students will not need to share computers.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>To the maximum extent possible, students will be provided with their own supplies to use. The district will purchase commonly used classroom supplies to ensure that students are not sharing these supplies.</p> <p>If it becomes necessary to share any supplies, disinfecting wipes are available in the classroom to use between students.</p> <p>Elementary classroom teachers will design stations that will be used by one student or that can be disinfected between uses.</p> <p>Library books will be held after return for five days before reshelving to ensure that they are properly disinfected.</p> <p>The district is one-to-one with Chromebooks, so students will not need to share computers.</p>
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<p>Staggering the use of communal spaces and hallways</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p><b>Middle/High School Locker Use</b></p> <p>Students will be permitted to use lockers but must adhere to social distancing expectations. Lockers will be spaced out to the maximum extent possible. Masks for MS/HS students will be required during class change due to the inability to stagger hallway use.</p> <p>Protocols for limiting locker use at dismissal will be enforced so that students are not congregating at lockers at dismissal.</p> <p>Every attempt will be made to assign every other locker to promote distance between students.</p> <p><b>Elementary Cubbies</b></p> <p>Students will be provided with an individual cubby or tote next to their desk for their backpack and coat to avoid the use of shared lockers/cubbies.</p> <p><b>Hallways</b></p> <p>Middle/high school students will be encouraged to practice social distancing in the hallways. Students will wear masks during class change.</p> <p>Each side of the hallway will be designated as one direction to encourage students from congregating. Additional time will be permitted as needed for class change to allow students to adhere to the directional flow of the hallways.</p> <p>Elementary classes will be staggered to prevent multiple classes from being in the hallway as much as possible. If it becomes necessary for multiple classes to be in the hallway, students will wear masks.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p><b>Middle/High School Locker Use</b></p> <p>Students will be permitted to use lockers but must adhere to social distancing expectations. Lockers will be spaced out to the maximum extent possible. Masks for MS/HS students will be required during class change due to the inability to stagger hallway use.</p> <p>Protocols for limiting locker use at dismissal will be enforced so that students are not congregating at lockers at dismissal.</p> <p>Every attempt will be made to assign every other locker to promote distance between students.</p> <p><b>Elementary Cubbies</b></p> <p>Students will be provided with an individual cubby or tote next to their desk for their backpack and coat to avoid the use of shared lockers/cubbies.</p> <p><b>Hallways</b></p> <p>Middle/high school students will be encouraged to practice social distancing in the hallways. Students will wear masks during class change.</p> <p>Each side of the hallway will be designated as one direction to encourage students from congregating. Additional time will be permitted as needed for class change to allow students to adhere to the directional flow of the hallways.</p> <p>Elementary classes will be staggered to prevent multiple classes from being in the hallway as much as possible. If it becomes necessary for multiple classes to be in the hallway, students will wear masks.</p>
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<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>Parents will be asked to complete the School Symptom Screening Tool prior to students riding the bus.</p> <p>Bus drivers and students will wear face masks on the bus.</p> <p>Students will be seated starting in the back and moving toward the front in order to avoid students walking near other students as much as possible.</p> <p>If the weather permits, the windows will be opened to improve ventilation.</p> <p>Drivers will disinfect seats between runs when possible and the bus will be thoroughly cleaned and disinfected each day.</p> <p>Buses will have hand sanitizer for students when they board the bus.</p> <p>To the maximum extent possible, students will be seated individually unless from the same household. If the run does not allow that, students will sit two to a seat with masks. Students from the same household may sit three to a seat.</p> <p>Individuals who are self-quarantining or have been diagnosed with a confirmed or probable base of COVID-19 may not drop off or pick up children from school.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>Parents will be asked to complete the School Symptom Screening Tool prior to students riding the bus.</p> <p>Bus drivers and students will wear face masks on the bus.</p> <p>Students will be seated starting in the back and moving toward the front in order to avoid students walking near other students as much as possible.</p> <p>If the weather permits, the windows will be opened to improve ventilation.</p> <p>Drivers will disinfect seats between runs and the bus will be thoroughly cleaned and disinfected each day.</p> <p>Buses will have hand sanitizer for students when they board the bus.</p> <p>To the maximum extent possible, students will be seated individually unless from the same household. If the run does not allow that, students will sit two to a seat with masks. Students from the same household may sit three to a seat.</p> <p>Individuals who are self-quarantining or have been diagnosed with a confirmed or probable base of COVID-19 may not drop off or pick up children from school.</p>
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>To the maximum extent possible, social distancing will occur as well as increased hand washing/sanitizing.</p> <p>To the maximum extent possible, classes which cannot accommodate social distancing of at least 6 feet will be moved to larger instructional spaces when possible.</p>	<p>To the maximum extent possible, social distancing will occur as well as increased hand washing/sanitizing.</p> <p>To the maximum extent possible, classes which cannot accommodate social distancing of at least 6 feet will be moved to larger instructional spaces.</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>UASD will reach out to local childcare facilities to share plans for reopening phases and share any changes to transportation protocol. UASD will gather point-of-contact information to share revisions to school day or calendar should they be necessary.</p>	<p>UASD will reach out to local childcare facilities to share plans for reopening phases and share any changes to transportation protocol. UASD will gather point-of-contact information to share revisions to school day or calendar should they be necessary.</p>

<p>Other social distancing and safety practices</p>	<p><b>Office Spaces</b></p> <p>When appropriate, plexiglass dividers may be installed to limit the spread of germs. Secretary desks will be spaced out to ensure social distancing. Parents and students will be encouraged to communicate electronically as much as possible with office staff. Counters, chairs, and other surfaces will be disinfected throughout the day.</p> <p>When students return to school, the following in-person protocols will be in place.</p> <p><b>Cafeteria Pay Stations</b></p> <p>When appropriate, plexiglass dividers may be installed to limit the spread of germs. Students can provide their ID number to the cashier who will enter it to prevent touching of the keypad.</p> <p><b>Student Restrooms</b></p> <p>Students will be able to use the restrooms as necessary with frequent cleaning and sanitizing occurring throughout the day.</p> <p>Bathrooms may be closed throughout the day for a short period of time to allow more frequent disinfecting.</p> <p>Elementary students who do not have restrooms in their classroom will continue to go to the restroom as a group, practicing social distancing in the hallways as they wait.</p> <p><b>Study Halls</b></p> <p>When necessary, study halls will take place in the large room settings where social distancing can easily be achieved.</p> <p><b>Carpet Time/Circle Time</b></p> <p>If social distancing guidelines can be upheld, this will occur. Students will need an assigned seat each time to limit the spread of germs.</p> <p><b>Events</b></p> <p>Events will be determined on an individual basis after review of the event’s ability to ensure compliance with social distancing and other PA DOH requirements.</p> <p><b>Assemblies</b></p>	<p><b>Office Spaces</b></p> <p>When appropriate, plexiglass dividers may be installed to limit the spread of germs. Secretary desks will be spaced out to ensure social distancing. Parents and students will be encouraged to communicate electronically as much as possible with office staff. Counters, chairs, and other surfaces will be disinfected throughout the day.</p> <p>When students return to school, the following in-person protocols will be in place.</p> <p><b>Cafeteria Pay Stations</b></p> <p>When appropriate, plexiglass dividers may be installed to limit the spread of germs. Students can provide their ID number to the cashier who will enter it to prevent touching of the keypad.</p> <p><b>Student Restrooms</b></p> <p>Students will be able to use the restrooms as necessary with frequent cleaning and sanitizing occurring throughout the day.</p> <p>Bathrooms may be closed throughout the day for a short period of time to allow more frequent disinfecting.</p> <p>Elementary students who do not have restrooms in their classroom will continue to go to the restroom as a group, practicing social distancing in the hallways as they wait</p> <p><b>Study Halls</b></p> <p>When necessary, study halls will take place in the large room settings where social distancing can easily be achieved.</p> <p><b>Carpet Time/Circle Time</b></p> <p>If social distancing guidelines can be upheld, this will occur. Students will need an assigned seat each time to limit the spread of germs.</p> <p><b>Events</b></p> <p>Events will be determined on an individual basis after review of the event’s ability to ensure compliance with social distancing and other PA DOH requirements.</p> <p><b>Assemblies</b></p>
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	<p>Assemblies will occur virtually with students remaining in their classrooms to ensure social distancing.</p> <p><b>Field Trips</b></p> <p>Only virtual field trips will be permitted.</p>	<p>Assemblies will occur virtually with students remaining in their classrooms to ensure social distancing.</p> <p><b>Field Trips</b></p> <p>Only virtual field trips will be permitted.</p>
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**Monitoring Student and Staff Health**

Summary: Staff will self-monitor and stay home when exhibiting symptoms of Covid-19 or they have a temperature. Parents will be asked to monitor students prior to sending them to school using the School Symptom Screen Tool and all students will have temperatures taken upon arrival at school. Nursing staff, in coordination with building administration, will make decisions regarding quarantine and isolation of students to ensure other students and teachers are not exposed. The district will adhere to all PA DOH guidelines for quarantine and isolation of students and staff members, including when they are permitted to return to school from isolation or quarantine. The district has worked with staff who are unable/uncomfortable to return to school and are exploring the possibility of synchronous teaching in limited cases due to documented health concerns. The district will consult with PA DOH regarding notification of positive or suspected cases in the district to parents and teachers. UASD will notify any families and staff members of potential exposure to COVID19. Any change to the UASD Health and Safety Plan will be posted to the website the day following approval by the Union Area School Board.

**Monitoring Student and Staff Health - Action Steps**

<b>Requirements</b>	<b>Action Steps under Yellow Phase</b>	<b>Action Steps under Green Phase</b>
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>UASD will purchase several thermometers including thermal cameras for entrances. All staff and students will have their temperature taken via the thermal cameras upon entering the building.</p> <p>Individuals who enter the school buildings may undergo either a self check of symptoms and/or a questionnaire of symptoms relating to COVID-19 from a faculty member.</p> <p>Staff members will be trained for expectation of self- monitoring and reporting symptoms. They will be required to attest to being temperature free and free of COVID symptoms prior to entering the building.</p> <p>Students/Parents will also be trained regarding self-monitoring and reporting symptoms prior to entering the school building or bus.</p> <p>Any staff/student that reports temperature/COVID-19 symptoms the nurse will follow-up with additional testing.</p> <p>If symptoms/temperature develop during the school day, the student will be sent to the nurse’s office where additional screening measures will be implemented by the school nurse.</p> <p>All school stakeholders will be fully aware of the purpose of self-reporting symptoms and temperature and the purpose of the requirement.</p> <p>UASD will maintain confidentiality to the fullest extent possible if someone shows symptoms of COVID-19.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>UASD will purchase several thermometers including thermal cameras for entrances. All staff and students will have their temperature taken via the thermal cameras upon entering the building.</p> <p>Individuals who enter the school buildings may undergo either a self check of symptoms and/or a questionnaire of symptoms relating to COVID-19 from a faculty member.</p> <p>Staff members will be trained for expectation of self- monitoring and reporting symptoms. They will be required to attest to being temperature free and free of COVID symptoms prior to entering the building.</p> <p>Students/Parents will also be trained regarding self-monitoring and reporting symptoms prior to entering the school building or bus.</p> <p>Any staff/student that reports temperature/COVID-19 symptoms the nurse will follow-up with additional testing.</p> <p>If symptoms/temperature develop during the school day, the student will be sent to the nurse’s office where additional screening measures will be implemented by the school nurse.</p> <p>All school stakeholders will be fully aware of the purpose of self-reporting symptoms and temperature and the purpose of the requirement.</p> <p>UASD will maintain confidentiality to the fullest extent possible if someone shows symptoms of COVID-19.</p>

\* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure

When students return to school, the following in-person protocols will be in place.

UASD will use two spaces to allow for two different areas for student and staff member care including one area for healthy students with routine needs, medication, diabetic checks and first aid/injury assessment. A second space will be utilized by students and staff who are ill and require evaluation for possible infection.

Teachers will contact the nurse's office when a student is sick to alert them to the student's arrival. The nurse will ensure that appropriate social distancing and isolation can be ensured for the student.

Consideration will be given to ventilation and isolation will occur if necessary.

Procedures will be introduced to the staff regarding sending students to the health office to ensure that social distancing can occur safely.

If a student/staff/visitor exhibits signs or symptoms of COVID-19 they will:

-notify the school nurse prior to sending the student to the health office

- be masked immediately

- placed in isolation room

- assessed after PPE applied by school nurse

-parent/guardian will be called

-Student will be escorted to the car when parent arrives

-Siblings will be dismissed as well

-Disposition of student, staff, and visitors will be made with written instructions regarding the COVID-19 illness, testing and return to school guidelines.

When students return to school, the following in-person protocols will be in place.

UASD will use two spaces to allow for two different areas for student and staff member care including one area for healthy students with routine needs, medication, diabetic checks and first aid/injury assessment. A second space will be utilized by students and staff who are ill and require evaluation for possible infection.

Teachers will contact the nurse's office when a student is sick to alert them to the student's arrival. The nurse will ensure that appropriate social distancing and isolation can be ensured for the student.

Consideration will be given to ventilation and isolation will occur if necessary.

Procedures will be introduced to the staff regarding sending students to the health office to ensure that social distancing can occur safely.

If a student/staff/visitor exhibits signs or symptoms of COVID-19 they will:

-notify the school nurse prior to sending the student to the health office

- be masked immediately

- placed in isolation room

- assessed after PPE applied by school nurse

-parent/guardian will be called

-Student will be escorted to the car when parent arrives

-Siblings will be dismissed as well

-Disposition of student, staff, and visitors will be made with written instructions regarding the COVID-19 illness, testing and return to school guidelines.

<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>The district will follow PA DOH and CDC guidance for returning to school.</p> <p>The most current protocols will be found on the district website.</p>	<p>The district will follow PA DOH and CDC guidance for returning to school.</p> <p>The most current protocols will be found on the district website.</p>
<p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>The district will utilize its all call system, emails, and district website to notify staff, families, and the public of school closures and changes to safety protocols.</p>	<p>The district will utilize its all call system, emails, and district website to notify staff, families, and the public of school closures and changes to safety protocols.</p>
<p>Other monitoring and screening practices</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>The district will share the School Symptom Screening Tool developed by PDE found <a href="#">here</a> with parents to use prior to sending their students to school each day.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>The following in-person protocols will be in place. Symptom Screening Tool developed by PDE found <a href="#">here</a> with parents to use prior to sending their students to school each day.</p>

**Other Considerations for Students and Staff**

Summary: Students will be required to wear a mask when social distancing of 6 feet is not possible, on all school transportation, and during class change unless a medical reason exists that prohibits the wearing of a mask. Teacher and staff masks are required unless a medical condition prevents the teacher from wearing a mask. If that is the case, staff will wear a face shield. Teachers may opt to wear a face shield when it becomes necessary for students to see the teacher's face, such as teaching phonics. During this time, teachers will maintain at least 6 feet of distance from students and other adults. The district will provide students with a synchronous option to attend classes to avoid possible exposure. Building administration will work individually with each student and parent as well as any staff members to develop planning for attendance and preventative measures while in attendance at school. The district is currently working to secure more daily building substitutes to ensure that if there are staff illnesses classrooms will be covered. Additional personnel will be used to cover classes when necessary. UASD school counselors, social worker, and county mental health agencies will work together to ensure the emotional and social wellbeing of students at school and at home.

### Other Considerations for Students and Staff - Action Steps

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase
<p>* Protecting students and staff at higher risk for severe illness</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>Nurse's office includes multiple rooms for any student/staff member that needs medical assistance.</p> <p>Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff.</p> <p>Support healthy hygiene behaviors by providing adequate supplies, including soap, hand sanitizers, paper towels, tissues, disinfectant wipes.</p> <p>Develop a schedule that includes an increase of daily cleaning and sanitizing of all locations in the buildings.</p> <p>Designated drinking fountains will be used only to refill water bottles with signs posted to that effect. Handles will be disinfected frequently throughout the day.</p> <p>All students have the ability to engage in remote learning.</p>	<p>When students return to school, the following in-person protocols will be in place.</p> <p>Nurse's office includes multiple rooms for any student/staff member that needs medical assistance.</p> <p>Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff.</p> <p>Support healthy hygiene behaviors by providing adequate supplies, including soap, hand sanitizers, paper towels, tissues, disinfectant wipes.</p> <p>Develop a schedule that includes an increase of daily cleaning and sanitizing of all locations in the buildings.</p> <p>Designated drinking fountains will be used only to refill water bottles with signs posted to that effect. Handles will be disinfected frequently throughout the day.</p> <p>All students have the ability to engage in remote learning.</p>
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>Unless prohibited by health complications, all staff will be required to wear a mask unless it becomes necessary for students to see the staff member's face. Then, the staff member will wear a face shield and stay at least six feet away.</p>	<p>Unless prohibited by health complications, all staff will be required to wear a mask unless it becomes necessary for students to see the staff member's face. Then, the staff member will wear a face shield and stay at least six feet away.</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>The district will adhere to the PA DOH guidance on masks in schools as found <a href="#">here</a>.</p> <p>Schools may allow students to remove their face coverings when students are:</p> <p>Eating or drinking when spaced at least 6 feet apart;</p> <p>Seated at desks or assigned work spaces at least 6 feet apart; or</p>	<p>The district will adhere to the PA DOH guidance on masks in schools as found <a href="#">here</a>.</p> <p>Schools may allow students to remove their face coverings when students are:</p> <p>Eating or drinking when spaced at least 6 feet apart;</p> <p>Seated at desks or assigned work spaces at least 6 feet apart; or</p>

	Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.).	Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.).
Unique safety protocols for students with complex needs or other vulnerable individuals	<p>The district will provide students a synchronous learning environment where they can remain at home and attend their classes virtually through the use of Google Classroom if they are uncomfortable/unable to return to school.</p> <p>School Nurses will meet individually with families of students with complex needs or vulnerable individuals to develop plans to ensure the student's ability to safely return to school or how to access another educational option if the family so chooses.</p>	<p>The district will provide students a synchronous learning environment where they can remain at home and attend their classes virtually through the use of Google Classroom if they are uncomfortable/unable to return to school.</p> <p>School Nurses will meet individually with families of students with complex needs or vulnerable individuals to develop plans to ensure the student's ability to safely return to school or how to access another educational option if the family so chooses.</p>
Strategic deployment of staff	<p>Substitutes and other staff that will replace a classroom teacher will be hired through Kelly Services.</p> <p>The district added additional every day substitutes to the staff to help with coverage in the event of staff absences.</p> <p>Faculty members are encouraged to schedule known absences with advanced notice into Kelly Services so that potential substitutes can schedule work in a timely fashion.</p> <p>Monthly board meetings will approve any additional requests for additions to the substitute list that is utilized at the district.</p> <p>UASD will collaborate and deploy all necessary personnel to adhere to any procedures and situations outlined in the aforementioned plan.</p>	<p>Substitutes and other staff that will replace a classroom teacher will be hired through Kelly Services.</p> <p>The district added additional every day substitutes to the staff to help with coverage in the event of staff absences.</p> <p>Faculty members are encouraged to schedule known absences with advanced notice into Kelly Services so that potential substitutes can schedule work in a timely fashion.</p> <p>Monthly board meetings will approve any additional requests for additions to the substitute list that is utilized at the district.</p> <p>UASD will collaborate and deploy all necessary personnel to adhere to any procedures and situations outlined in the aforementioned plan.</p>