Phased School Reopening
Health and Safety Plan
BRENTWOOD BOROUGH SCHOOL DISTRICT

Originally drafted on 6-24-2020 with updates on 7-7-2020, 7-13-2020, 8-14-2020, 8-17-2020, 11-25-2020 and 1-8-2021.

A. 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.

B. 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.

C. 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.

Our Commitment:

- We commit to reopening for in-person classes and respect that families need to have the option to choose the method of returning to school which works best for their children and family.
- We commit to using medical professionals' recommendations to reopen schools in the safest manner possible keeping in mind our district's unique needs and resources.
- We commit to providing a comprehensive academic program and to providing other services such as social and emotional learning, food service programs, and access to mental health services.
- We commit to providing the necessary PPE equipment for our faculty and staff.
- We commit to communicating with our parents and families and will continue to request feedback to be used to improve the services offered.
- We commit to communicating with our faculty and staff and will continue to request feedback to be used to improve the professional development provided and access to resources to improve services.

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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.

Health and Safety Plan: Brentwood Borough 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.

On August 10, 2020, PDE released recommendations for Determining Instructional Models during COVID-19. The recommendations contained in this guidance rely on two standard public health metrics: **incidence rate** and the **percent positivity** of diagnostic testing. These metrics are available for every county in Pennsylvania on the COVID-19 Early Warning Monitoring System Dashboard. A chart using measurements from the White House Coronavirus Task Force, identifies thresholds representing low, moderate, or substantial community transmission of COVID-19, and corresponding instructional models recommended by the Departments of Health and Education is also posted on the website.

The Department of Education will publish a list identifying the level of community transmission in each county over the most recent 7-day reporting period. This list is available on this page in the section called: Level of Community Transmission Table.

On August 13, 2020, PDE released recommendations for following Identification of Cases of COVID-19.

https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/SchoolClosureRecommentations.aspx

On August 17, 2020, PDE released updated language pertaining to face coverings. The Board of School Directors re-approved the Health and Safety Plan to include the new language.

https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx

On November 25, 2020, The Red, Yellow and Green phase terms are no longer being used. The terms Low, Moderate, and Substantial are being used to define community spread. Recommendations are being provided by PDE and the DOH. As per the Attestation Ensuring Implementation of Mitigation Efforts was signed by the Superintendent and President of the Governing Board on November 25, 2020.

On January 4, 2021, The District will move to full online instruction for the month of January 2021. **On January 7, 2021** the state recommended that schools return to in-person learning for the youngest students at the end of January 2021. The district will attempt

to follow this recommendation. A decision will be made by January 22, 2021 and will take into consideration the number of positive cases of COVID-1

Type of Reopening

Based on your county's current designation and local community needs, which type of reopening has your school entity selected? As of January 4, 2021, please see below.

☐ Total reopen for all students and staff (but students and families will have the option 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).

X 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): Faculty and Staff other than year-round employees is August 20, 2020 and students will return to learning on August 31, 2020.

Pandemic Coordinator/Team

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Superintendent	Brentwood Borough SD	Plan Development & Pandemic Response Team
Director of School Police/Security	Brentwood Borough SD PD	Both
Director of Facilities	Brentwood Borough SD Facilities	Both

Administrators	Brentwood Borough SD ELEM, MS, HS	Both	
Department/Grade Level Leaders	Brentwood Borough SD ELEM, MS, HS	Both	
Paraprofessionals	Brentwood Borough SD ELEM, MS, HS	Both	
Food Service	Brentwood Borough SD	Both	
Food Service	The Nutrition Group	Both	
School Nurses	Brentwood Borough SD ELEM, MS,HS	Both	
Department of Health	Health Official	Both	
Technology	Brentwood Borough SD	Both	
Technology	Allegheny Intermediate Unit	Both	
County EMS	Health Official	Both	
Medical Professionals	AHN, UPMC, other medical professionals	Both	
Families, Parents, Students	Brentwood Borough SD ELEM, MS, HS Parents, Families and Students	Plan Development	

Key Strategies, Policies, and Procedures

Cleaning, Sanitizing, Disinfecting, and Ventilation

Requirements	Action Steps Moderate Level	Action Steps Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation) **January 4, 2021 Allegheny County remains in the substantial phase. The District chose to move to total remote learning for the month.** **January 7, 2021 the state recommended that schools return to in-person learning at the end of January.**	-Daily cleaning of schools with EPA approved disinfectants against COVID-19 cleaning products will decrease the volume of virus left on surfaces and objects. -Apply to frequently touched surfaces and objects including door handles, sink handles, and water bottle refill stations. -Custodial/Maintenance staff will utilize the Clorox 360 machine in all classes and common areas. -Minimum of 3 times a day. AM, Prep/Lunch, PM -Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible. Examples include opening windows and doors in a way does not pose a safety or health risk to children in the facility.	-Daily cleaning of schools with EPA approved disinfectants against COVID-19 cleaning products will decrease the volume of virus left on surfaces and objects. -Custodial/Maintenance staff will utilize the Clorox 360 machine in all classrooms and common areas. -Minimum of 2 times a day. AM, Prep/Lunch. -Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible. Examples include opening windows and doors in a way does not pose a safety or health risk to children in the facility	-Director of Facilities -Maintenance -Custodians	-Cleaning Supplies- Ensure supply chain through multiple vendors -Monitor inventory -Multiple Clorox 360 machines -Increase in temporary staff -Proper PPE	Yes

Social Distancing and Other Safety Protocol

Requirements	Action Steps Moderate Level	Action Steps Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Classroom/ learning space occupancy that allows for 3-6 feet of separation among students and staff throughout the day, **to the maximum extent feasible** **July 16, 2020** **https://www.who.int/westernpacific/emergencies/covid-19/information/physical-distancing#:~:text=COVID%2D19%3A%20physical%20distancing,Protect%20yourself%20and%20others.** **https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html** **July 16, 2020** **https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx**	-Determine maximum capacity for each room -Turn desks in the same direction -Students sit on one side of the tables/desks facing the same direction -Reduce class size, **if possible** -Remove unused desks, and furniture from the classrooms to maximize social distancing -Survey families to gauge which students would prefer virtual instruction to face to face -Use master schedule to balance class numbers as much as possible -Limit physical interaction through partner and group work -Establish distance between the teacher's desk/board and students' desks -Identify and utilize large spaces for social distancing Implement standard operating procedure while taking	-Determine maximum capacity for each room -Turn desks in the same direction Students sit on one side of the tables/desks facing the same direction -Reduce class size -Remove unused desks, and furniture from the classrooms to maximize social distancing -Limit physical interaction through partner or group work -Establish distance between the teacher's desk/board and students' desks -Identify and utilize large spaces for social distancing Implement standard operating procedure while taking preventative measures such as • Providing hand sanitizer for students and staff • Requiring students and staff to wear face masks, when possible • Limiting unnecessary congregations of students and staff.	-Administration -Teachers -Directors -Maintenance -Custodians -Paraprofessionals	-Master Scheduling -Cleaning Supplies -PPE equipment	Yes

January 4, 2021- The District continues to employee custodial and maintenance crews to continue with the cleaning processes.	preventative measures such as: • Providing hand sanitizer for students and staff • Requiring students and staff to wear face masks • Limiting unnecessary congregations of students and staff.				
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms **July 16, 2020 & August 13, 2020** **https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx**	-Restrict use of cafeteria for eating/large gatherings. -Prepare and distribute boxed lunches in classrooms.	-Utilize the cafeteria for lunches. -Ensure there is social distancing. 6ft. guidelines and maximum number of students at certain tables.	Nicole Wilding Cafeteria Manager Admin Team		Yes
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	-Teacher and reinforce recommended hygiene measures such as handwashing, coverings, coughs and face coverings -Provide hand soap and hand sanitizer, paper towels, and no touch trash cans in all bathrooms,	-Teacher and reinforce recommended hygiene measures such as handwashing, coverings, coughs and face coverings -Provide hand soap and hand sanitizer, paper towels, and no touch trash cans in all bathrooms,	-Administrators -Teachers -Paraprofessionals -Nurses	-Signage -Health Curriculum	Yes

	classrooms, and frequently trafficked areas -Post signage in classrooms, hallways, and entrances to communicate how to stop the spread of infectious disease. -Required to use the station or personal hand sanitizer prior to classroom entry/re-entry.	classrooms, and frequently trafficked areas -Post signage in classrooms, hallways, and entrances to communicate how to stop the spread of infectious disease. -Required to use the station or personal hand sanitizer prior to classroom entry/re-entry.	-Students -Parents		
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc	https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc	-Administrators -Directors	-Laminated Signs -Posters	No
* Identifying and restricting non-essential visitors and volunteers	-Restrict nonessential visitors, volunteers, and PTA/PTAA members, and activities that involve other groups -Avoid scheduling large group activities such as field trips -Follow guidelines from the Brentwood Borough Athletics and Activities Plan -Only approved meeting or appointments by schedule only -Must fill out Symptom Check (pink sheet)	-Restrict nonessential visitors, volunteers, and activities that involve other groups -Avoid scheduling large group activities such as field trips -Follow guidelines from the Brentwood Borough Athletics and Activities Plan -Only approved meeting or appointments by schedule only -Must fill out Symptom Check (pink sheet) -Must wear face covering	-Administrators -Directors	-Policies and Procedures	Yes

	-Must wear face covering -Limit visit/visitors to preidentified room	-Limit visits to preidentified room			
* **Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports** **January 8, 2021 The Health and Safety plan was updated to reflect the changes with Athletic and Activities.**	-CDC Guidance for Youth Sports: https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html -PA and PIAA Guidance on Youth Sports https://www.governor.pa.gov/covid-19/sports-guidance/ -Stagger the schedule for large group gatherings such as recess and PE -Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing -Clean equipment/materials between PE classes, recess, training room -Weight room closed -Students do not dress for PE at middle/ high school-Restructure PE at elementary level -Individual lockers/cubbies, where feasible -Implement standard operating procedures while taking preventative measures such as:	-CDC Guidance for Youth Sports: https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html -PA and PIAA Guidance on Youth Sports https://www.governor.pa.gov/covid-19/sports-guidance/ -Stagger the schedule for large group gatherings such as recess and PE -Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing -Clean equipment/materials between PE classes, recess, training room -Weight room 50% capacity -Students do not dress for PE at middle/ high school – Restructure activities at the elementary level -Individual lockers/cubbies, where feasible -Implement standard operating procedures while taking	-Administrators -Directors -Athletic Director -Athletic Trainer -Coaches -Teachers -Paraprofessionals -Maintenance -Custodians	-Master Schedule -Policies &Procedures -Cleaning Supplies -PPE	YES

Revised guidance from PDE received on 8-17-2020
 	
Board Ratified changes on 8-17-2020
 	
Board ratified the attestation form on December 1, 2020.
	*Providing hand sanitizer for students and staff
	    *Require students and staff to wear face masks/coverings unless the following are in place: Schools may allow students to remove their face coverings when students are:
	
	Schools may allow students to remove face coverings when students are:
	
	1. Eating or drinking when spaced at least 6 feet apart; or
	2. When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task;
	3. At least 6ft apart during face covering breaks to last no longer than 10 minutes.
	
	    *Limiting unnecessary congregations of students and staff
	
	    *Schedule recess so students remain in same groups together
	
	    *Consider sports/activities that do not require sharing equipment
		preventative measures such as:
		
		    *Providing hand sanitizer for students and staff
		    *Require students and staff to wear face masks/coverings Schools may allow students to remove their face coverings when students are:
		
		Schools may allow students to remove face coverings when students are:
		
		1. Eating or drinking when spaced at least 6 feet apart; or
		2. When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task;
		3. At least 6ft apart during face covering breaks to last no longer than 10 minutes.
		
		    *Limiting unnecessary congregations of students and staff
		    *Schedule recess so students remain in same groups together
		
		    *Consider sports/activities that do not require sharing equipment			

Limiting the sharing of materials among students	- Identify necessary learning tools and resources, consider using consumables (when possible) -Assign a cubby, bin, or desk to each child where s/he can keep hard copy texts and learning tools (e.g. rulers, calculators) -Limit the sharing of technology tools by providing 1:1 devices and cleaning materials to be used between uses -Limit sharing of high-touch materials to extent possible (art supplies, math manipulatives, science equipment, etc.), or limit the use of supplies and equipment to one group of children at a time and clean and disinfect these items between uses -Provide each classroom with a clean and dirty bin for those items that are shared	- Identify necessary learning tools and resources, consider using consumables (when possible) -Assign a cubby, bin, or desk to each child where s/he can keep hard copy texts and learning tools (e.g. rulers, calculators) -Limit the sharing of technology tools by providing 1:1 devices and cleaning materials to be used between uses -Provide enough supplies to minimize sharing of high-touch materials to extent possible or limit the use of supplies and equipment to one group of children at a time and clean and disinfect these items between uses -Provide each classroom with a clean and dirty bin for those items that are shared	-Administrators -Directors -Teachers -Technology -Paraprofessionals	-Bins/Cubbies/Desks -Individual Tools -Art Supplies -Manipulatives -Individual basic school supplies, scissors, rulers, pencils, notebooks -Science Equipment -Cleaning supplies -PPE	YES
Staggering the use of communal space and hallways	-Develop Entry Procedures and master schedule -Direct movement with clear traffic patterns; Establish clear traffic patterns with appropriate visual supports (e. g., directional arrows, signage, etc.) to enter the building	-Develop Entry Procedures and master schedule -Direct movement with clear traffic patterns; Establish clear traffic patterns with appropriate visual supports (e. g., directional arrows, signage, etc.) to enter the building	-Administrators -Directors -Teachers -Paraprofessionals	-Master Schedule -Signage on floors and walls -Policies & Procedures -Cleaning Supplies	

	and designate entrance and exit flow paths -Establish a protocol for student pick/drop up: staggered entry and release (by grade, class, or bus numbers), marked spacing for pickup -Clear one van/bus before another begins unloading, when needed - Close water fountains and replace with no touch water bottle refill stations -Close communal-use spaces such as cafeterias and playgrounds, if possible; otherwise, stagger their use and disinfect them in between uses -Provide hand sanitizer for students and staff -Limit unnecessary congregations of students and staff -Limit movement throughout the building and restrict mixing between groups to the extent possible. Try to keep the same student and staff groupings together throughout the school day as much as possible. -Transitions: For class changes and other transitions throughout the school day:	and designate entrance and exit flow paths -Establish a protocol for student pick/drop up: staggered entry and release (by grade, class, or bus numbers), marked spacing for pickup -Clear one van/bus before another begins unloading, when needed -Limit communal-use spaces such as cafeterias and playgrounds, if possible; otherwise, stagger their use and disinfect them in between uses. -Provide hand sanitizer for students and staff · Minimize unnecessary congregations of students and staff -Minimize movement throughout the building and restrict mixing between groups to the extent possible. -Try to keep the same student and staff groupings together throughout the school day as much as possible. -Transitions: For class changes and other transitions throughout the school day: *Provide additional time for transitions	-Maintenance -Custodians -Cafeteria Staff	-PPE	

	*Limit transition times *Designate areas of the hallway (i.e. lanes) as flow paths to keep students separated students to limit congregation of students -Limit staggered class (ex: by hall, odd/even room numbers, grade/ discipline) changes to decrease number of students in hallways at one time -Keep same group of students stay with the same staff (all day for young children and as much as feasible for older children) -Implement standard operating procedures while taking preventative measures such as: *Providing hand sanitizer for students and staff *Allowing students and staff to wear face masks/coverings -Limiting unnecessary congregations of students and staff	*Designate areas of the hallway (i.e. lanes) as flow paths to keep students separated students to minimize congregation of students *Plan staggered class (ex: by hall, odd/even room numbers, grade/ discipline) changes to decrease number of students in hallways at one time -Consider grouping students with the same staff (all day for young children and as much as possible) -Implement standard operating procedures while taking preventative measures such as: *Providing hand sanitizer for students and staff *Allowing students and staff to wear face masks/coverings *Limiting unnecessary congregations of students and staff			
Adjusting transportation schedules and practices to create social distance between students	Steel Center Out of District Placements	Steel Center Out of District Placements	-Administrators -Directors -Business Manager	-School Calendar -Policies & Procedures	

Limiting the number of individuals in classrooms and other learning spaces and interactions between groups of students **WHO Guidance** https://www.who.int/westernpacific/emergencies/covid-19/information/physical-distancing#:~:text=COVID%2D19%3A%20physical%20distancing,Protect%20yourself%20and%20others. **CDC Guidance** https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html	-Determine maximum capacity for each room, keeping 3ft-6ft when feasible -Limit movement throughout the building -Restrict mixing between groups; Keep the same student and staff groupings together throughout the school day as much as possible -Students remain in the same classroom; Elementary teacher switches classrooms instead of students -Use the master schedule to balance class numbers as much as possible -Remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable) -Limit physical interaction through partner or group work - Establish distance between the teacher's desk/board and students' desks; Mark spaced lines for entry, exit, and flow in each room to promote social distancing -Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces for social distancing)	-Determine your maximum capacity for each room, keeping 3-6ft when feasible -Minimize movement throughout the building -Minimize mixing between groups; Keep the same student and staff groupings together throughout the school day as much as possible -Consider students remaining in the same classroom; Consider teachers switching classrooms instead of students -Use the master schedule to balance class numbers as much as possible -Remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable) -Minimize physical interaction through partner or group work · Establish distance between the teacher's desk/board and students' desks; Mark spaced lines for entry, exit, and flow in each room to promote social distancing -Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces for social distancing)	-Administrators -Directors -Maintenance -Custodians -Teachers -Paraprofessionals	-Master Schedule -Signs and markings for the floor and walls -Policies/Procedures -Cleaning Supplies -Continuously monitor inventory PPE	NO

	-Providing hand sanitizer for students and staff -Conducting cleaning of classrooms and high-touch surfaces each day	-Providing hand sanitizer for students and staff -Conducting cleaning of classrooms and high-touch surfaces each day			
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	-Increase communication as needed. -Review special arrangements that were in place before Covid-19 and decide whether those processes can continue in the yellow phase.	-Increase communication as needed. -Review special arrangements that were in place before Covid-19 and decide whether those processes can continue in the Green phase	-Administration -Directors -Child Care Providers	Transportation	No

Monitoring Student and Staff Health

Requirements	Action Steps Moderate Level	Action Steps Low 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 **August 13, 2020** **https://www.education.pa.gov/Documents/K-12/Safe%20Schools/COVID/GuidanceDocuments/COVID-19%20Symptomatic%20K-12%20Student%20or%20Staff%20Process%20Flow.pdf** **January 4, 2021- Allegheny County remains in the substantial phase. The number of positive cases will be tracked during the month and a recommendation will be made by January 22, 2021.**	-. Parents will be asked to check for symptoms PRIOR to sending students to school. -Check for signs and symptoms of students and employees daily upon arrival- Faculty and staff will self-report -Conduct routine, daily health checks (e.g., temperature and symptom screening) which include checks for history of exposure. At school students will report to the nurse if symptoms are noticed. -Consider a process to address privacy concerns of monitoring practices and the potential stigma associated with monitoring and confirmed exposure or cases -Develop a system for home/self-screening and reporting procedures (*Pink Questionnaire) -Encourage staff to stay home if they are sick and encourage parents to keep sick children home -Consider flexible attendance policies for students and staff	-Parents will be asked to check for symptoms prior to sending students to school. -Check for signs and symptoms of students and employees daily upon arrival- Faculty will self-report via the pink questionnaire. -Conduct routine, daily health checks (e.g., temperature and symptom screening) which include checks for history of exposure -Consider a process to address privacy concerns of monitoring practices and the potential stigma associated with monitoring and confirmed exposure or cases -Develop a system for home/self-screening and reporting procedures -Encourage staff to stay home if they are sick and encourage parents to keep sick children home -Consider flexible attendance policies for students and staff.	-Administrators -School Nurses -Support Nurses	-Inferred thermometer -Questionnaire -Parent communication -Isolation rooms -Trainings	Yes

* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	-Work with school administrators, school nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms -School nurses, support nurse, and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people -Establish procedures for safely transporting anyone who is sick home or to a healthcare facility -Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws -Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before cleaning and disinfecting. If not feasible, wear PPE to clean room -Ensure safe and correct application of disinfectants and keep disinfectant products away from children -Advise sick staff members and children not to return until they	Work with school administrators, school nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms. -School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people -Establish procedures for safely transporting anyone who is sick home or to a healthcare facility -Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws -Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If not feasible, wear PPE to clean the room -Ensure safe and correct application of disinfectants and keep disinfectant products away from children. -Advise sick staff members and children not to return until they	-Administrators -School Nurses -Support Nurse	-Inferred thermometer -Questionnaire -Parent communication	Yes

Requirements	Action Steps Moderate Level	Action Steps Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	have met state DOH criteria to discontinue home isolation -Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and follow state DPH guidance if symptoms develop. If a person does not have symptoms, follow appropriate state DPH guidance for home quarantine.	have met state DOH criteria to discontinue home isolation Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and follow state DPH guidance if symptoms develop. If a person does not have symptoms, follow appropriate state DPH guidance for home quarantine. **Coronavirus Symptoms** https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html **What Health Care professionals need to know about COVID-19** https://www.cdc.gov/coronavirus/2019-ncov/hcp/caring-for-patients-H.pdf **Standard Precautions** https://www.cdc.gov/infectioncontrol/basics/standard-precautions.html **Transmission Based Precautions** https://www.cdc.gov/infectioncontrol/basics/transmission-based-precautions.html			

Requirements	Action Steps Moderate Level	Action Steps Low Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Returning isolated or quarantined staff, students, or visitors to school	-Develop procedures based on CDC guidelines · https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html	-Develop procedures based on CDC guidelines https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.htm	-Administrators -School Nurses -Support Nurses	-Policies & Procedures -Questionnaire -Parent communication	Yes
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols **January 4, 2021**	-Communicate using Skylert Messaging in email and phone -Post important messages to the website using the ALERT banner **August 13, Recommendations for Identifications of COVID-19 cases** https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/SchoolClosureRecommentations.aspx On December 10, 2020, elementary and secondary district wide Zoom meeting was held to announce the transition to online learning beginning on January 4, 2021. A District wide letter was emailed and posted on the website. Skylert messages were sent to families. Lastly, the superintendent tweeted the information via Twitter.	-Communicate using Skylert Messaging in email and phone -Post important messages to the website using the ALERT banner **August 13, Recommendations for Identifications of COVID-19 cases** https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/SchoolClosureRecommentations.aspx	-Administrators -Technology	-Communication Systems	

Health and Safety Plan Summary: Brentwood Borough School District

Anticipated Launch Date: July 14, 2020 **Updated on August 14, 2020 Updated 11-25-2020 Updated 1-4-2021**

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
* **Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)** **January 4, 2021** **While the county is in the substantial phase the District will follow the protocols outlined in the Attestation Ensuring Implementation of Mitigation Effort**	-Daily cleaning of schools with EPA approved disinfectants against COVID-19 cleaning products will decrease the volume of virus left on surfaces and objects. -Apply to frequently touched surfaces and objects including door handles, sink handles, and water bottle refill stations. -Custodial/Maintenance staff will utilize the Clorox 360 machine in all classes and common areas. - Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk. **- Includes language in Attestation Ensuring Implementation of Mitigation Efforts.**

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
* **Classroom/learning space occupancy that allows for 3-6 feet of separation among students and staff throughout the day, to the maximum extent feasible.** * **Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms** * **Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices** * **Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs** * **Handling sporting activities consistent with the [CDC Considerations for Youth Sports](#) for recess and physical education classes** **Limiting the sharing of materials among students** **Staggering the use of communal spaces and hallways** **Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students** **Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars**	-Calculate recommended capacity for each space -Turn desks to face one direction -Remove extra furniture, equipment -Teach and reinforce good hygiene measures such as handwashing, covering coughs and face covering -Provide hand soap and approved hand sanitizer, paper towels and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas -Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols -Increase communication as needed -YMCA is committed to offering after school care until 6pm -Review special arrangements that were in place before COVID-19 and decide whether those processes can continue in the yellow/moderate phase

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures

* Monitoring students and staff for symptoms and history of exposure
 	
Symptom Monitoring System:
 	
  ➢ Temperature with temporal touchless thermometer
  ➢ Are you taking any medication to treat or suppress a fever?
  ➢ Are you currently experiencing any of the following?
 	
Updated on November 25, 2020
 	
Considerations:
  ➢ Has symptoms is defined as having 1 or more symptom(s) in Column A.
  ➢ Or 2 or more symptoms in Column B
  ➢ Yes to medication to suppress a fever
 	
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure
 	
* Returning isolated or quarantined staff, students, or visitors to school
 	
*Polymerise Chain Reaction (PCR test) or antibody test- Tests used to identify COVID-19
 	
Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols
	-Check for signs and symptoms of students daily upon arrival, staff will self-report illnesses
	
	-Conduct routine, daily health checks, which include checks for history of exposure
	
	-Consider a process to address privacy concerns of monitoring practices and the potential stigma associated with monitoring the confirmed exposure or cases
	
	-Implement a home/self-screen and reporting procedures.
	
	-Encourage staff to stay home if they are sick and encourage parents to keep sick children home
	
	-Adopt flexible attendance policies for students and staff.
	
	-Work with school administrators, school nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms
	
	-School nurses and other healthcare providers should use Standard and

Column A	Column B
1 or more symptoms	2 or more symptoms
	Rigors
Cough	Sore throat
Shortness of Breath	Chills
Difficulty Breathing	Muscle Aches
New olfactory disorder	Headache
New taste disorder	Nausea/vomiting
	Diarrhea
	Fever (measured or subjective)
	Myalgia
	Fatigue
Updated 11-25-2020	Congestion Runny Nose

Transmission-Based Precautions when caring for sick people

-Establish procedures for safely transporting anyone who is sick home or to a healthcare facility

-Close off areas used by a sick person and do not use before cleaning and disinfection. Cleaning and disinfecting of areas is to be completed as soon as possible.

-Ensure safe and correct application of disinfectants and keep disinfectant products away from children

-Advise sick staff members and children not to return until they have met state DOH criteria to discontinue home isolation.

-Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and follow state DOH guidance for home quarantine.

-Develop policies and procedures based on COVID-19 guidelines

- https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/index.html

Requirement(s)	Strategies, Policies and Procedures
	-Utilize Skylert messaging -Post to Website Skylert messaging, Mailing letters

Other Considerations for Students and Staff

Strategies, Policies and Procedures	

* Protecting students and staff at higher risk for severe illness
 	
* Use of face coverings (masks or face shields) by all staff
	https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html
	-Survey at-risk staff members to gauge their intentions in returning to work while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws
	
	-Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws
	
	-Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials
	
	-Consult with local board attorneys and district human resources officials to offer special accommodations (such as an alternative teaching assignment) for personnel who are members of vulnerable populations
	
	-Adhere to FERPA and HIPPA requirements
	
	-Adhere to state and federal employment law and extended leave allowances
	
	-Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings
	
	-As of July 1, 2020, face coverings are required until further notice.
	
	Schools may allow staff to remove face coverings when students are:
	
	    1. Eating or drinking when spaced at least 6 feet apart; or
	    2. When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task;
	    3. At least 6ft apart during face covering breaks to last no longer than 10 minutes.
	-Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable.
	
	PDE Guidance on August 17, 2020

Strategies, Policies and Procedures	
* **Use of face coverings (masks or face shields) by older students (as appropriate)**	https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team. **Face Coverings CDC Guidance** https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html -Information should be provided to staff, students, and families on proper use, removal, and washing of cloth face coverings. -Any policy regarding face coverings should be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable. **Face Coverings CDC Guidance** https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team. Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. -Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials.

Strategies, Policies and Procedures	
Unique safety protocols for students with complex needs or other vulnerable individuals	-Reconvene IEP Meetings to adjust for special needs **Updated order as of November 25,2020** **DOH Face Coverings** **https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Updated%20Order%20 of%20the%20Secretary%20Requiring%20Universal%20Face%20Coverings.pdf** **PDE FAQ Face Coverings** **https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx** **PDE FAQ Physical Distancing** **https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/20-21FAQs/Pages/default.aspx** **Attestation Ensuring Implementation of Mitigation Efforts- Updated order of the Secretary of the Pennsylvania Department of Health Requiring Universal Face Coverings.**
Deficit in budget for 20-21	There is a deficit of $2.24 million dollars expected in the 20-21 budget due primarily to COVID-19.
PDE Competitive Grant $61,750 competitive grant	**PDE Competitive Grant** Grant was released on Monday April 6 and was due on Friday, April 10. Funding had to be spent prior to June 30, 2020. Used to help offset costs of COVID-19 Items included: Computers for elementary teachers Supplies for letters to special education families Tracfones for ESL teachers, Special education teachers, paraprofessionals, and nurses to communicate with families.
CARES/ESSER FUNDING $184,795	**CARES/ESSER** Grant was released on May14 and was due on June 30, 2020 Funding must be used by September 30, 2022

Strategies, Policies and Procedures	
PCCD Grant- $168,149- School Safety Grant	Lease 1250 devices for students Internet hotspots for students without internet access- Districts must provide options for families to connect to the Internet. $50,000 set aside to obtain additional mental health services for students, faculty and staff. **PCCD Grant** Grant released on June 18, 2020 and was due by June 30, 2020 Funding must be spent by October 30, 2020 Money will be used to employee 8 Canvas mentors who will work with the administration and faculty to implement Canvas. The remainder of the money will be dedicated to purchasing PPE equipment and supplies from multiple vendors. Replaces the PCCD grant from previous years which was a two-part grant. The first part guaranteed $35,000 to be used for safety. The second part of the previous grant was a competitive grant that could be used on mental health services and safety initiatives. The first year of the grant the district received $261.000 which was committed paying the salary of the elementary school counselor for two years and paid for a social emotional curriculum and necessary training. **Please note that even with the additional funding totaling $414,684 the school district is expecting a deficit of $1.82 million in the school budget due to COVID-19 expenses. *** Please also note that most of the funding received from the state and federal government went to secure supplies, equipment, and PPE. Out of the $414,684 $28,000 will be used to fund the Canvas mentors. Therefore, we're requesting additional funding.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for the **Brentwood Borough School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **Monday**, **July 13, 2020.**

The plan was approved by a vote of:

    9   Yes

    0   No

Affirmed on: **Monday, July 13, 2020.**

By:

Mr. Robert F. Kircher, Jr. See attached form for signature.

_____

(*Signature* of Board President*)

Mr. Robert F. Kircher, Jr.

_____

(*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.

The Board will ratify the changes on January 11, 2021.