Union City Area School District
Health and Safety Plan

Union City Area School District has created the attached 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 is tailored to the unique needs of our school and was created in consultation with local health agencies. Given the dynamic nature of the pandemic, our plan incorporates enough flexibility to adapt to changing conditions. This plan will be used to document our 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. UCASD's Health and Safety Plan has been approved our school board and is posted on our website, www.ucasd.org.

UCASD will continue to monitor our Health and Safety Plan throughout the year, and update as needed. All revisions will be reviewed and approved by the UCASD school board prior to posting on the school entity's public website.

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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: Union City Area School District

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on your county's current designation and local community needs, which type of reopening has your school entity selected? (SELECT ONE BOX BELOW)

☒ Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).

☐ Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).

☐ Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).

☐ Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): August 25, 2020

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked "Pandemic Coordinator". For each additional pandemic team member, enter the individual's name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under "Pandemic Team Roles and Responsibilities":

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Matthew Bennett	Superintendent (UCASD) / Parent	Pandemic Coordinator
Amy Coleman	Curriculum Director (UCASD)	Online Instruction Committee Chair
Dan Keefer	MS/HS Assistant Principal (UCASD) / Parent	Scheduling Committee Chair
Melissa Tomcho	MS/HS Principal UCASD	PDE/Health Regulations and Guidelines/Logistics Committee Chair

Stacey Mulson	Special Education/Student Services Supervisor (UCASD)	Accountability Chair
Racquel Gray	Association President/ Secondary Teacher (UCASD)	PDE/Health Regulations and Guidelines/Logistics Committee
Amy Webber	School Psychologist (UCASD)	PDE/Health Regulations and Guidelines/Logistics Committee
Donna Watkins	School Nurse (UCASD)	PDE/Health Regulations and Guidelines/Logistics Committee
Steve Thompson	Facilities Manager (UCASD)	PDE/Health Regulations and Guidelines/Logistics Committee
Krista Byler	Foods Supervisor (UCASD) / Parent	PDE/Health Regulations and Guidelines/Logistics Committee
Sharon Reagle	Secondary Teacher (UCASD) / Parent / Coach	PDE/Health Regulations and Guidelines/Logistics Committee
Adam Shrout	Elementary Principal/ (UCASD) / Parent	Scheduling Committee
Kate Stebick	Elementary Teacher (UCASD)	Scheduling Committee
Jessica Reynolds	Elementary Teacher (UCASD) / Parent	Scheduling Committee
Sue Conti	Secondary Teacher (UCASD)	Scheduling Committee
Steph Murphy	Middle School Teacher (UCASD) / Parent	Scheduling Committee
Robin Smith	Association Vice President/ Elementary Teacher (UCASD)	Scheduling Committee
Joe Anthony	Guidance Counselor (UCASD)	Accountability Committee
Beth Hayes	Secondary Teacher (UCASD) / Member of School Safety Committee	Accountability Committee
Rhonda Bem	Elementary Teacher (UCASD)	Accountability Committee
Jen Moczulski	Special Educ. Teacher (UCASD)	Accountability Committee
Andy Pitrone	Elementary Teacher (UCASD)	Accountability Committee
Brandi Martin	Secondary Teacher (UCASD)	Accountability Committee

Mike Swanson	Technology Supervisor (UCASD)	Online Instruction Committee
Randy Hulburt	Secondary Teacher (UCASD) / Parent	Online Instruction Committee
Michelle Flaherty	Elementary and Gifted Teacher (UCASD)	Online Instruction Committee
Madison McFeely	Elementary Teacher (UCASD)	Online Instruction Committee
Kristen Murosky	Middle School Teacher (UCASD)	Online Instruction Committee
Megan Post	Secondary Teacher (UCASD)	Online Instruction Committee
Rachel Moore	Elementary Teacher (UCASD) / Coach	Online Instruction Committee

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education's Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type "same as Yellow" in this cell.

- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and CDC requirements for COVID-19?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: (INSERT TEXT)

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)

Requirements	Action Steps under Yellow Phase	Action Steps under Green 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)**	Increased use of PPE required (masks, gloves, face-shields) Increase Social Distancing & Hygiene Practices The district will follow the CDC's Guidance for Cleaning & Disinfecting Schools CDC Guidance for Cleaning and Disinfecting Schools Clean and disinfect frequently touched surfaces and objects within the school and on buses at least daily, including door handles, sink handles, and drinking fountains. Steps will be taken to limit the use of communal drinking fountains and provide safe alternatives for providing water when possible. Implement and Supervise the Daily and Weekly COVID-19 Cleaning Activities as specified on the Daily and Weekly COVID-19 Job Cards	Increased use of PPE required (masks, gloves, face-shields) Increase Social Distancing & Hygiene Practices The district will follow the CDC's Guidance for Cleaning & Disinfecting Schools CDC Guidance for Cleaning and Disinfecting Schools Clean and disinfect frequently touched surfaces and objects within the school and on buses at least daily, including door handles, sink handles, and drinking fountains. Steps will be taken to limit the use of communal drinking fountains and provide safe alternatives for providing water when possible. Implement and Supervise the Daily and Weekly COVID-19 Cleaning Activities as specified on the Daily and Weekly COVID-19 Job Cards Increase ventilation rates from OCC Hours Only to 24/7 Operation	Steve Thompson, Facilities Manager	Sanitizing Stations Sanitizer Cleaning Materials Masks Signs PPE CDC Website COVID-19 Daily Cleaning Job Card COVID-19 Weekly Cleaning Job Card Custodial Supervisor Inspection Forms DDC/BAS System Checklist	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other cleaning, sanitizing, disinfecting, and ventilation practices	Weekly use of Victory Electrostatic Spray Disinfectant Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans.	Weekly use of Victory Electrostatic Spray Disinfectant Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans.	Steve Thompson, Facilities Manager	Victory Sprayer Project Custodians	Y

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: (INSERT TEXT)

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible**	Schedules will be as static as possible by having the same group of students with the same group of staff based on age and developmental level. Restrict interactions between groups of students Limit gatherings, events and extracurricular activities to those that can maintain social distancing. Hold classes in gyms, auditoriums, other large spaces, or outdoors when possible. Turn desks facing the same direction or have students only sit on one side of the table, spaced apart. Same guidelines will apply to the 21st CCLC afterschool program	Schedules will be as static as possible by having the same group of students with the same group of staff based on age and developmental level. Restrict interactions between groups of students Limit gatherings, events and extracurricular activities to those that can maintain social distancing. Hold classes in gyms, auditoriums, other large spaces, or outdoors when possible. Turn desks facing the same direction or have students only sit on one side of the table, spaced apart. Same guidelines will apply to the 21st CCLC afterschool program	Building Principals	Building Level Schedules	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms**	All breakfast and lunch will be served in the classroom. Touchless point of sale will be utilized. Students will be encouraged to use hand sanitizer, provided at stations within the classrooms, prior to consuming food or beverages. Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias. Meal condiments will be limited and provided to students in their individual meals. All students will have assigned seats in the classroom. The 21st CCLC programming will eat in the classroom following the same guidelines that are implemented during the school day.	All breakfast will be served in the classroom. Touchless point of sale will be utilized. Cafeteria will be marked and setup for social distancing per CDC guidelines in serving and seating areas. One entrance and one exit will be utilized by students. Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias, prior to consuming food or beverages. Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias. Meal condiments will be limited and provided to students on the serving trays. Student dining areas and cafeteria serving areas will be thoroughly cleaned between lunch periods. All students will have assigned seats with a seating chart. The 21st CCLC programming will eat in the classroom following the same guidelines that are implemented during the school day.	Building Principals Krista Byler – Foods Supervisor	Building Level Schedules Coolers & Carts	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices**	All staff will be trained on healthy hygiene practices so they can teach these to students. Ensure hand washing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. CDC - hand washing resources that include health promotion materials, information on proper handwashing technique, and tips for families to help children develop good handwashing habits. Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices. Same guidelines will apply to the 21st CCLC afterschool program	All staff will be trained on healthy hygiene practices so they can teach these to students. Ensure hand washing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. CDC - hand washing resources that include health promotion materials, information on proper handwashing technique, and tips for families to help children develop good handwashing habits. Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices. Same guidelines will apply to the 21st CCLC afterschool program	Building Principal Matthew Bennett – Pandemic Coordinator	Hand Soap Alcohol Based Sanitizer Training	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs**	Post CDC Germs Are Everywhere and Wash Your Hands Posters in all District Cafeterias and Restrooms and other high traffic areas. CDC Germs are Everywhere CDC Wash Your Hands Translated Posters	Post CDC Germs Are Everywhere and Wash Your Hands Posters in all District Cafeterias and Restrooms and other high traffic areas. CDC Germs are Everywhere CDC Wash Your Hands Translated Posters	Steve Thompson, Facilities Manager Building Principals Matthew Bennett – Pandemic Coordinator	CDC Website Germs and Everywhere Posters Wash Your Hands Posters	N
* **Identifying and restricting non-essential visitors and volunteers**	Restrict nonessential visitors, volunteers, and activities that involve other groups. No outside individuals renting facilities under April's motion for superintendent to be able to temporarily suspend policy, in particular policy number 707. Do not schedule large group activities including, but not limited to assemblies, concerts, and theater.	Restrict nonessential visitors, volunteers, and activities that involve other groups. No outside individuals renting facilities under April's motion for superintendent to be able to temporarily suspend policy, in particular policy number 707. Limit large group activities such as extracurriculars in accordance with PIAA and PMEA Guidelines Ensure all large group activities including, but not limited to assemblies, concerts, and theater shows follow social distancing and all "masking" guidelines.	Building Principals Matthew Bennett – Pandemic Coordinator	Policy	No

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports**	**Physical Education** Select and provide safe opportunities for exercise and sports events for students. Consider; ● Physical proximity of players ● Amount of touching of shared equipment ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of team. Train teachers, coaches, officials, and staff on all safety protocols. CDC Considerations for Youth Sports **Recess** Limit recreation areas to open spaces. Greatly restrict or eliminate use of playground structures. Ensure adequate playground equipment (balls, jump ropes, etc.) to limit the sharing of items or limit to one group of students at a time and disinfect between uses. Limit team sports and group games following social distancing guidelines. The P.E. guidelines will apply to the 21st CCLC afterschool program	**Physical Education** Select and provide safe opportunities for exercise and sports events for students. Consider; ● Physical proximity of players ● Amount of touching of shared equipment ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of team. Train teachers, coaches, officials, and staff on all safety protocols. CDC Considerations for Youth Sports **Recess** Limit recreation areas to open spaces. Greatly restrict or eliminate use of playground structures. Ensure adequate playground equipment (balls, jump ropes, etc.) to limit the sharing of items or limit to one group of students at a time and disinfect between uses. The P.E. guidelines will apply to the 21st CCLC afterschool program	Building Principals Amy Coleman – Curriculum Director Physical Education Department Chair	Equipment Cleaning Agents	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Handling Music Activities and Classes	Follow Covid-19 Instrument Cleaning Policies. Teachers will provide students instruction on these cleaning policies prior to resuming instrumental music lessons or classes. Covid-19 Instrument Cleaning Policies Students will not share instruments. Select and provide safe opportunities for music instruction for students. Consider; ● Physical proximity of students. ● Use of appropriate facilities to accommodate social distancing. ● Amount of touching of shared equipment. ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of group.	Follow Covid-19 Instrument Cleaning Policies. Teachers will provide students instruction on these cleaning policies prior to resuming instrumental music lessons or classes. Covid-19 Instrument Cleaning Policies Students will not share instruments. Select and provide safe opportunities for music instruction for students. Consider; ● Physical proximity of students. ● Use of appropriate facilities to accommodate social distancing. ● Amount of touching of shared equipment. ● Ability to engage in social distancing while not engaged in active play. ● Engagement of players at higher risk. ● Size of group.	Building Principals Amy Coleman – Curriculum Director	Instrument Cleaning Policies	N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the sharing of materials among students	Clean and disinfect shared items between uses Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or other areas. Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit to one group of students at a time and disinfect in between use. ● Textbooks that are shared ● Technology ● Art Supplies ● PE Equipment Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use. Same guidelines will apply to the 21st CCLC afterschool program	Clean and disinfect shared items between uses Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or other areas. Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit to one group of students at a time and disinfect in between use. ● Textbooks that are shared ● Technology ● Art Supplies ● PE Equipment Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use. Same guidelines will apply to the 21st CCLC afterschool program	Building Principals Matthew Bennett – Pandemic Coordinator	Cleaning Materials Individual Student Spaces	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Staggering the use of communal spaces and hallways	Create one-way traffic patterns in hallways. Separate students within common areas. ● Arrival ● Dismissal Lines ● Lunch Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held. Same guidelines will apply to the 21st CCLC afterschool program	Create one-way traffic patterns in hallways. Separate students within common areas. ● Arrival ● Dismissal Lines ● Lunch Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held. Same guidelines will apply to the 21st CCLC afterschool program	Building Principals	Hallway Signage	N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Adjusting transportation schedules and practices to create social distance between students	Routes will be developed, paying particular attention to balancing student ridership. Students will wear masks. One student per seat when possible. Extracurricular and Educational field trips will be limited. Roof hatches and windows will be opened whenever possible to allow for the best ventilation. All Monark Student Transportation employees (drivers, aides, and all other staff) routinely clean/disinfect our fleet before and after each AM/PM route. We use disinfectant/sanitization products approved on the list of disinfectants used against SARS-COV-2 –COVID 19. No Food or Drinks to be opened shared and/or consumed during transit to and from school, field trips and/or all other activities. All buses will keep an updated and accurate seat chart with students first arriving on bus sitting in the back. Same guidelines will apply to the 21st CCLC afterschool program for transportation home from the program	Routes will be developed, paying particular attention to balancing student ridership. Students will wear masks. Two students per seat when possible. Extracurricular and Educational field trips will be limited. Roof hatches and windows will be opened whenever possible to allow for the best ventilation. All Monark Student Transportation employees (drivers, aides, and all other staff) routinely clean/disinfect our fleet before and after each AM/PM route. We use disinfectant/sanitization products approved on the list of disinfectants used against SARS-COV-2 –COVID 19. No Food or Drinks to be opened shared and/or consumed during transit to and from school, field trips and/or all other activities. All buses will keep an updated and accurate seat chart with students first arriving on bus sitting the back. Same guidelines will apply to the 21st CCLC afterschool program for transportation home from the program	Amy Coleman – Curriculum Director	Contractors to provide disinfectant and mister for application. https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	To the extent feasible, students should be socially distanced six feet apart pursuant to CDC and PDE guidelines. If six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. Identify small groups and keep them together (cohorting). Ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff (all day for young children, as much as possible for older children). Limit mixing between groups if possible. Restrict interactions between groups of students. Same guidelines will apply to the 21st CCLC afterschool program	To the extent feasible, students should be socially distanced six feet apart pursuant to CDC and PDE guidelines. If six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. Identify small groups and keep them together (cohorting). Ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff (all day for young children, as much as possible for older children). Limit mixing between groups if possible. Restrict interactions between groups of students. Same guidelines will apply to the 21st CCLC afterschool program	Building Principals	Schedules	N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	Update the UCASD website with any transportation changes.	Update the UCASD website with any transportation changes.	Matthew Bennett – Pandemic Coordinator	Website	N
Other social distancing and safety practices	Installing Sneeze-Guards in Main Offices and Cafeteria P.O.S. Areas	Installing Sneeze-Guards in Main Offices and Cafeteria P.O.S. Areas	Steve Thompson, Facilities Manager	Purchase Sneeze-Guards Maintenance to install	N

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?

- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: (INSERT TEXT)

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Monitoring students and staff for symptoms and history of exposure**	Symptom screening will be done by all parents/guardians at home each morning before the school day. Kinsa thermometers will arrive in September. No children with symptoms will be sent on a bus or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill. Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Temperatures will be checked by nurse. The District will share resources with the school community to help families understand when to keep children home. AAP When to Keep Your Child Home Same guidelines will apply to the 21st CCLC afterschool program	Symptom screening will be done by all parents/guardians at home each morning before the school day. Kinsa thermometers will arrive in September. No children with symptoms will be sent on a bus or brought to school. All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill. Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Temperatures will be checked by nurse. The District will share resources with the school community to help families understand when to keep children home. AAP When to Keep Your Child Home Same guidelines will apply to the 21st CCLC afterschool program	Matthew Bennett – Pandemic Coordinator	Thermometers (For families at home) – Arriving in September Kinsa School Health Program	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure**	Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection. Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting. Notify staff and families (of impacted population) confirmed case while maintaining confidentiality. Siblings of students sent home with COVID-19 symptoms will be required to follow the same protocol of students that have been in close contact per CDC guidelines. Cyber/Online services for education will be available. CCLC – Coordinator and an aide will escort and wait with any student who is ill and unable to participate until a parent or guardian is able to pick up the student	Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection. Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting. Notify staff and families (of impacted population) confirmed case while maintaining confidentiality. Siblings of students sent home with COVID-19 symptoms will be required to follow the same protocol of students that have been in close contact per CDC guidelines. Cyber/Online services for education will be available. CCLC – Coordinator and an aide will escort and wait with any student who is ill and unable to participate until a parent or guardian is able to pick up the student	Building Principals Matthew Bennett – Pandemic Coordinator	Isolation Area Notification Letter District Physician Training (Nurses) Contact Tracers	Y – Contact Tracing Training

Requirements	Action Steps under Yellow Phase	Action Steps under Green 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**	Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions: 10 calendar days from the onset of symptoms. Cyber/Online services for education will be available. Resolution of fever without the use of fever-reducing medications for the previous 72 hours. Improvement in respiratory symptoms (e.g., cough, shortness of breath) OR Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥ 24 hours apart (total of two negative specimens) Same guidelines will apply to the 21st CCLC afterschool program	Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions: 10 calendar days from the onset of symptoms. Cyber/Online services for education will be available. Resolution of fever without the use of fever-reducing medications for the previous 72 hours. Improvement in respiratory symptoms (e.g., cough, shortness of breath) OR Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥ 24 hours apart (total of two negative specimens) Same guidelines will apply to the 21st CCLC afterschool program	Building Principals Matthew Bennett – Pandemic Coordinator	N/A	N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Post Health and Safety Plan on UCASD Website. Provide regular update information on UCASD website and in parent flyers/letters. Prepare parents and families for remote learning if school is temporarily dismissed. Same guidelines will apply to the 21st CCLC afterschool program	Post Health and Safety Plan on UCASD Website. Provide regular update information on UCASD website and in parent flyers/letters. Prepare parents and families for remote learning if school is temporarily dismissed. Same guidelines will apply to the 21st CCLC afterschool program	Matthew Bennett, Pandemic Coordinator		No
Other monitoring and screening practices	The district will take its lead from the Erie County Department of Health and CDC upon its status for closure due to the COVID-19 virus. Same guidelines will apply to the 21st CCLC afterschool program	The district will take its lead from the Erie County Department of Health and CDC upon its status for closure due to the COVID-19 virus. Same guidelines will apply to the 21st CCLC afterschool program			

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?

- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions: (INSERT TEXT)

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Protecting students and staff at higher risk for severe illness**	Cancel all non-essential travel The district will follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act Discourage the use of perfect attendance awards and incentives.	Limit or cancel all non-essential travel The district will follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act Discourage the use of perfect attendance awards and incentives.	Matthew Bennett – Pandemic Coordinator		No
* **Use of face coverings (masks or face shields) by all staff**	Face coverings are required on the bus, upon entering the school building, upon exiting the school building, and during transition of classes. Face coverings are optional during class time, breakfast, and lunch. Same guidelines will apply to the 21st CCLC afterschool program	Face coverings are required on the bus, upon entering the school building, upon exiting the school building, and during transition of classes. Face coverings are optional during class time, breakfast, and lunch. Same guidelines will apply to the 21st CCLC afterschool program	Matthew Bennett – Pandemic Coordinator	Signage regarding expectations	Yes – Masks

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* **Use of face coverings (masks or face shields) by older students (as appropriate)**	Face coverings are required on the bus, upon entering the school building, upon exiting the school building, and during transition of classes. Face coverings are optional during class time, breakfast, and lunch – when students are distanced at 6 feet apart. Same guidelines will apply to the 21st CCLC afterschool program	Face coverings are required on the bus, upon entering the school building, upon exiting the school building, and during transition of classes. Face coverings are optional during class time, breakfast, and lunch - when students are distanced at 6 feet apart. Same guidelines will apply to the 21st CCLC afterschool program	Matthew Bennett – Pandemic Coordinator	Signage regarding expectations	Yes – Masks

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Unique safety protocols for students with complex needs or other vulnerable individuals	Extra precautions in low incidence programs (AS, MDS, SFLS, LSS). Servicing students in low incidence programs can be problematic due to, but not limited to, students with medical concerns, students not understanding the importance of wearing a mask, students unable to maintain proper social distance, students requiring hand-over-hand instruction and support, students requiring assistance with feeding or toileting. For these reasons, extra precautions will be implemented. These precautions include: If a sink is available in the classroom, staff should thoroughly wash hands immediately before and after working with a student. Avoid the use of communal objects for student reinforcement. If such objects are used with multiple students, each object should be disinfected immediately before and after student use. Personal student iPads/AAC devices should be disinfected each time a student enters or exits the classroom. The district's feeding protocol should be followed when feeding students. Staff should wear gloves when feeding students. Bathrooms and changing tables	Extra precautions in low incidence programs (AS, MDS, SFLS, LSS). Servicing students in low incidence programs can be problematic due to, but not limited to, students with medical concerns, students not understanding the importance of wearing a mask, students unable to maintain proper social distance, students requiring hand-over-hand instruction and support, students requiring assistance with feeding or toileting. For these reasons, extra precautions will be implemented. These precautions include: If a sink is available in the classroom, staff should thoroughly wash hands immediately before and after working with a student. Avoid the use of communal objects for student reinforcement. If such objects are used with multiple students, each object should be disinfected immediately before and after student use. Personal student iPads/AAC devices should be disinfected each time a student enters or exits the classroom.	Stacey Mulson, Director of Special Education and Pupil Services	Masks Face Shields Gloves	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Strategic deployment of staff	Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.	Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.	Matthew Bennett – Pandemic Coordinator	N/A	N

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Coronavirus: Cleaning & Disinfecting your Workplace (full course)	Custodians	Steve Thompson, Facilities Manager, Amanda Dingle, Head Custodian	Online Course	Safe Schools online program		
Online Fundamentals Training Course with an emphasis on SARS-CoV-2/COVID 19	Custodians	Steve Thompson, Facilities Manager, Amanda Dingle, Head Custodian	Online Course	GBAC (Global Biorisk Advisory Council, A division of ISSA)		

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Hand washing	All employees and students	Adam Shrout, Melissa Tomcho	Video and Presentation	Videos For elementary Students: https://youtu.be/qJG72sycQB8 or https://youtu.be/T98gqC-yanU Older students and adults: https://youtu.be/LdQuPGVcceg https://youtu.be/eZw4Ga3jg3E	September 2020	September 2020
CDC Considerations for Sports	All PE Teachers All Elementary Faculty and Staff Students	Amy Coleman, Teachers	Video and Presentation	CDC Considerations for Youth Sports	July 2020	September 2020
CDC Instrument Cleaning	All Music/Band/ Chorus Teachers Students	Amy Coleman, Teachers	Video and Presentation	Covid-19 Instrument Cleaning Policies	July 2020	September 2020

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Monitoring students and staff for symptoms and history of exposure	All Employees	Donna Watkins, District Nurse	AAP When to Keep Your Child Home	Standard and Transmission-Based Precautions What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection	July 2020	September 2020
Proper Face Mask wearing technique	All employees and students	Principals, Supervisors	Video	https://www.nbcchicago.com/top-videos-home/how-to-wear-a-face-mask-properly/2262503/ For Elementary Students: https://youtu.be/gggtXTuhJek	July 2020	September 2020
HIPPA and FERPA	All Staff	Amy Coleman	SafeSchools Video	SafeSchools Video	July 2020	September 2020
What is Social Distancing	Staff and Students	Building Principals, Teachers	Video	Elementary: https://youtu.be/KXUT62G-IcU https://youtu.be/_8IdNV_QmxQ Older students: https://youtu.be/4ex4H6n_s7w Adults: https://youtu.be/oLsRhNBRJeM	August 2020	September 2020
Stop the spread of Germs	Staff	Building Principals	Video	https://www.youtube.com/watch?v=P6xqcBBds_k' https://www.youtube.com/watch?v=W-zhhSQDD1U	July 2020	September 2020

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
2020-2021 District Instructional Options	Faculty, Staff, Parents/Guardians, and Community	Matthew Bennett, Superintendent	Video Message	7/10/20	Ongoing
Board of Directors COVID-19 Update	UCASD Board of Directors and Community	Matthew Bennett, Superintendent	School Board Report	7/9/20	Ongoing
Parent/Guardian Survey	Parents and Guardians	Matthew Bennett, Superintendent	Global/Google Doc	6/22/20	6/29/20
Faculty Survey	Secondary Faculty	Matthew Bennett, Superintendent	Global/Google Doc	6/22/20	6/29/20
Student Survey	Secondary Students	Matthew Bennett, Superintendent	Global/Google Doc	6/22/20	6/29/20
School Board Survey	School Board	Matthew Bennett, Superintendent	Global/Google Doc	6/22/20	6/29/20
Parent/Guardian Updates	Parent/Guardians	Matthew Bennett, Superintendent	Global/Email	Ongoing	Ongoing
Faculty and Staff Updates	Faculty and Staff	Matthew Bennett, Superintendent	Global/Email	Ongoing	Ongoing
School Board Updates	UCASD School Board	Matthew Bennett, Superintendent	Global/Email	Ongoing	Ongoing
Return to school Survey (final)	Parent/Guardians	Matthew Bennett, Superintendent	Global/Email	7/13/20	7/20/20
UCASD Building Reopening Letter	School Community	Matthew Bennett, Superintendent	Global/Email	8/1/20	8/1/20
Dept. of Health Communications	All Stakeholders	Matthew Bennett, Superintendent	Global/Email	3/13/20	Ongoing

Health and Safety Plan Summary: Union City Area School District

Anticipated Launch Date: August 20, 2020

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

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)**	Increased use of PPE required (masks, gloves, face-shields) Increase Social Distancing & Hygiene Practices The district will follow the CDC's Guidance for Cleaning & Disinfecting Schools CDC Guidance for Cleaning and Disinfecting Schools Clean and disinfect frequently touched surfaces and objects within the school and on buses at least daily, including door handles, sink handles, and drinking fountains. Drinking fountains will be used for water bottle refills only. Implement and Supervise the Daily and Weekly COVID-19 Cleaning Activities as specified on the Daily and Weekly COVID-19 Job Cards Increase ventilation rates from OCC Hours Only to 24/7 Operation Weekly use of Victory Electrostatic Spray Disinfectant Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans.

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
* **Classroom/learning space occupancy that allows for 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** **Staggering the use of communal spaces and hallways** **Adjusting transportation schedules and practices to create social distance between students** **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** **Other social distancing and safety practices**	Schedules will be as static as possible by having the same group of students with the same group of staff based on age and developmental level. Restrict interactions between groups of students Limit the number of individuals in a classroom or other space. Limit gatherings, events and extracurricular activities to those that can maintain social distancing. Hold classes in gyms, auditoriums, other large spaces, or outdoors when possible. Turn desks facing the same direction or have students only sit on one side of the table, spaced apart. Students will be encouraged to use hand sanitizer, provided at stations within the cafeterias or classrooms, prior to consuming food or beverages. Parents /guardians will be encouraged to deposit funds using the on-line payment portal, avoiding the handling of cash and checks in the cafeterias. Meal condiments will be limited and provided to students on the serving trays. Students will not be permitted to serve themselves for items such as fruit and or vegetable selections. Staff will serve students all meal components. Selection of fruits and vegetables will be limited. Student dining areas and cafeteria serving areas will be thoroughly cleaned between lunch periods.

Requirement(s)	Strategies, Policies and Procedures
	All staff will be trained on healthy hygiene practices so they can teach these to students.

Ensure hand washing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.

CDC - hand washing resources that include health promotion materials, information on proper handwashing technique, and tips for families to help children develop good handwashing habits.

Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.

Post CDC Germs Are Everywhere and Wash Your Hands Posters in all District Cafeterias and Restrooms and other high traffic areas.

CDC Germs are Everywhere

CDC Wash Your Hands

Translated Posters |

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
* **Monitoring students and staff for symptoms and history of exposure**

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

* **Returning isolated or quarantined staff, students, or** | Symptom screening will be done by all parents/guardians at home each morning before the school day.

No children with symptoms will be sent on a bus or brought to school.

All district staff will perform a symptom screen on themselves prior to leaving for work, and will stay home if ill. |

Requirement(s)	Strategies, Policies and Procedures
visitors to school **Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols**	Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. The District will share resources with the school community to help families understand when to keep children home. AAP When to Keep Your Child Home Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection. Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting. Notify staff and families confirmed case while maintaining confidentiality. Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions: 10 calendar days from the onset of symptoms. Resolution of fever without the use of fever-reducing medications for the previous 72 hours. Improvement in respiratory symptoms (e.g., cough, shortness of breath) OR

Requirement(s)	Strategies, Policies and Procedures
	Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥24 hours apart (total of two negative specimens)
	Post Health and Safety Plan on CDSD Website
	Provide regular update information on CDSD website and in parent flyers/letters.
	Prepare parents and families for remote learning if school is temporarily dismissed.

Other Considerations for Students and Staff

Requirement(s)	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** * **Use of face coverings (masks or face shields) by older students (as appropriate)** **Unique safety protocols for students with complex needs or other vulnerable individuals** **Strategic deployment of staff**	Limit or cancel all non-essential travel The district will follow guidelines set forth in the (FFCRA) Families First Coronavirus Response Act Discourage the use of perfect attendance awards and incentives. Face coverings are recommended but not required. Face coverings are required on the bus, upon entering the school building, upon exiting the school building, and during transition of classes. Face coverings are optional during class time, breakfast, and lunch – when 6 feet apart. Extra precautions in low incidence programs (AS, MDS, ES, LSS). Servicing students in low incidence programs can be problematic due to, but not limited to, students with medical concerns, students not understanding the importance of wearing a mask, students unable to

Requirement(s)	Strategies, Policies and Procedures
	maintain proper social distance, students requiring hand-over-hand instruction and support, students requiring assistance with feeding or toileting. For these reasons, extra precautions will be implemented. These precautions include: If a sink is available in the classroom, staff should thoroughly wash hands immediately before and after working with a student. Avoid the use of communal objects for student reinforcement. If such objects are used with multiple students, each object should be disinfected immediately before and after student use. Personal student iPads/AAC devices should be disinfected each time a student enters or exits the classroom. The district's feeding protocol should be followed when feeding students. Staff should wear gloves when feeding students. Bathrooms and changing tables should be disinfected before and after student use. Limit students to one at a time. Students should be assisted with hand-washing. Students will wear masks while in common areas such as the hallway. Students should be encouraged not to touch walls and fixtures when in hallways. Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Union City Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 9, 2020.**

The plan was approved by a vote of:

_____ Yes

_____ No

Affirmed on: **July 9, 2020**

By:

_____

(*Signature* of Board President – George Trauner*)

_____

(*Print Name of Board President – George Trauner*)

*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.