

**21<sup>st</sup> Century Cyber Charter School**

**Phased School Reopening  
Health and Safety Plan**

**Original Plan: Board Approved July 6, 2020**

**Updated Plan: February 18, 2021**

**Revised 2-18-21**



**Phased School Reopening  
Health and Safety Plan Template  
2020-2021 School Year**

Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non-instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic,

each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

\*Note: At any point during the implementation of this plan, an order or recommendation from the Governor, the Pennsylvania Department of Education, the Pennsylvania Department of Health, or the Chester County Health Department may supersede this plan.

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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: (21<sup>st</sup> Century Cyber Charter School)**

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 full return to office (i.e., start of blended, scaffolded, or total reopening): July 1, 2021 for staff to attend virtually only**

## 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.

**Pandemic Team**

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities
Brian Cote	Administration	<b>Both (Plan Development and Response Team)</b>
Stefanie Christy	Facilities	<b>Both (Plan Development and Response Team)</b>
Erika Laidlaw	Administration	<b>Both (Plan Development and Response Team)</b>
Victoria Palaia	School Nurse	<b>Both (Plan Development and Response Team)</b>
Casey Regina	Administration	<b>Both (Plan Development and Response Team)</b>
Cindy Currie	Human Resources	<b>Both (Plan Development and Response Team)</b>
Lauren Michener	Support Staff	<b>Both (Plan Development and Response Team)</b>
Sean Galiczynski	Teachers/School Counselors	<b>Both (Plan Development and Response Team)</b>
Ronnie Danahy	Support Staff	<b>Both (Plan Development and Response Team)</b>
Blair Christo	Support Staff	<b>Both (Plan Development and Response Team)</b>
Morgan Bright	Teachers/School Counselors	<b>Both (Plan Development and Response Team)</b>
Megan Ebright	School Nurse	<b>Both (Plan Development and Response Team)</b>

Timothy Booth	Teacher	Both (Plan Development and Response Team)
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### 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**

Buildings are cleaned and sanitized on a daily basis by outsourced cleaning companies.

Hand sanitizers, wipes, masks and gloves supplies are available for use by staff and/or visitors to the buildings.

Staff are required to sanitize desks/surfaces used prior to leaving the building. We will request CCIU maintenance to check our air ventilation systems and replace air filters more frequently.

Training - video, back to school week PD

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)
<b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b>	<p>When building(s) is occupied, cleaning/sanitization of high traffic areas will take place daily.</p> <p>Drinking fountains only available for bottle filling.</p> <p>Prohibit use of ice machines on the refrigerator.</p>	<p>When building(s) is occupied, cleaning/sanitization of high traffic areas will take place daily.</p> <p>Drinking fountains only available for bottle filling.</p>	Brian Cote Interim CEO/Director of Curriculum, Assessment & Instruction	<ul style="list-style-type: none"> <li>- Cleaning company</li> <li>- Sanitizing wipes</li> <li>- Hand sanitizer</li> <li>- Masks</li> </ul>	Yes. Additionally, this plan will be shared and displayed in and around our school facility.

<p><b>Other cleaning, sanitizing, disinfecting, and ventilation practices</b></p>	<p>Disinfecting wipes will be provided in all areas of the building for routine disinfecting of personal high touch items: computers, phone, etc.</p> <p>Requirements for individual employees when entering/exiting the building: wiping down desk area upon departure-</p> <p>The facility Manager will ensure that all HVAC units are operating at optimal levels for proper ventilation and air filters are changed on schedule.</p> <p>There are multiple hand sanitizer stations located throughout the building to encourage hand hygiene.</p>	<p>Disinfecting wipes will be provided in all areas of the building for routine disinfecting of personal high touch items: computers, phone, etc.</p> <p>Requirements for individual employees when entering/exiting the building: wiping down desk area upon departure-</p> <p>The facility Manager will ensure that all HVAC units are operating at optimal levels for proper ventilation and air filters are changed on schedule.</p> <p>There are multiple hand sanitizer stations located throughout the building to encourage hand hygiene.</p>	<p>Brian Cote Interim CEO/Director of Curriculum, Assessment &amp; Instruction</p>	<ul style="list-style-type: none"> <li>- Cleaning company</li> <li>- Sanitizing wipes</li> <li>- Hand sanitizer</li> <li>- Masks</li> </ul>	
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## Social Distancing and Other Safety Protocols

21CCCS will continue to follow and implement social distancing and safety guidelines from the CDC, PA DOH and local county health department guidelines. Potential staggered schedule of staff working in the office (5 day cycle) if employees are required/need access to the office will be implemented. This will accommodate the need to observe necessary separation between staff when visiting the building. Teachers will not be required to come into the school building, and will be allowed to work from home until a safe return to school plan has been implemented. Currently, outdoor space is not utilized since there are no students in the building (student attendance is virtual), there are no sporting activities or recess throughout our school. Any outdoor school events will follow the PA DOH Safety [Guidelines](#). Transportation is not utilized for our students who attend our school, and any student in-person activities will follow our Pennsylvania Department of Health and Pennsylvania Department of Education [Guidelines](#).

To continue to implement proper hygiene within the buildings, signs will be posted in the restrooms and sink areas reminding staff of proper handwashing techniques. Wipes will be made available, and staff will be encouraged to use these products throughout the building to wipe down their work space and any other space used (eg. printers, fax, copiers). Additionally, frequent reminders about hand-washing, safety protocols and social distancing procedures will be communicated by email(s), and virtual assemblies to staff, students and families. Hand sanitizer will be placed at the entrances and exits of our buildings for all staff and visitors to use.

All communal spaces will be limited use by staff until further notice. This includes, but may not be limited to, meeting rooms, training rooms, kitchens, lunchrooms, and access to refrigerators/freezers & appliances, water refill stations, and ice machines. The drinking fountains will be prohibited until further notice.

Non-essential visitors, vendors, parents/guardians, prospective family tours, etc. will ~~not~~ have limited access to 21CCCS buildings based on prior approval or scheduled meetings/events. Deliveries to and pickups from the school buildings must be scheduled/coordinated by the appropriate staff. All visitors will be required to follow the 21st CCCS health and safety plan guidelines while in the buildings and at school events.

New reopening procedures will be reviewed with staff at the beginning of the school year, during virtual PD days. Information will continue to be provided throughout the school year via email and virtual assemblies. and training relative to the pandemic conditions continuing to evolve/devolve.

Decisions regarding in-person services for students with a disability shall be made on an individual basis by each student's IEP/504 plan. No in-person services shall be permitted, however, unless the health and safety guidelines of this plan together with applicable state and federal mandates regarding health and safety are followed during the provision of any in-person services.

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)
<p><b>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>Potential staggered schedule of teachers working in the office (5 day cycle) if employees are required in office.</p> <p>Social distancing and 6 feet of separation among staff and work areas and other spaces will be implemented. No face-to-face seating.</p> <p>Student in person events will follow 6 feet social distancing guidelines. No students will be face to face seating. Social distancing guidelines will be enforced throughout the school buildings to the maximum extent feasible.</p> <p><b>In-Person Related Services:</b> Should a student need in-person related services and/or an evaluation, the only people present should be the provider, the student, and the learning coach/ responsible adult. All should maintain a distance of 6 feet</p>	<p>Potential staggered schedule of teachers working in the office (5 day cycle) if employees are required in office.</p> <p>Social distancing and 6 feet of separation among staff and work areas and other spaces will be implemented. No face-to-face seating</p> <p>Student in person events will follow 6 feet social distancing guidelines. No students will be face to face seating. Social distancing guidelines will be enforced throughout the school buildings to the maximum extent feasible.</p> <p><b>In-Person Related Services:</b> Should a student need in-person related services and/or an evaluation, the only people present should be the provider, the student, and the learning coach/ responsible adult. All should maintain a distance of 6 feet</p>	<p>Erika Laidlaw MS Principal</p> <p>Casey Regina Assistant Principal</p>	<p>Master schedule</p>	

	from one another when possible.	from one another when possible.			
<b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b>	<p>Drinking fountains prohibited.</p> <p>Prohibit use of ice machines on the refrigerator.</p> <p>Prohibit use of common areas (i.e. training room, kitchens). This includes prohibited access to refrigerators/freezers &amp; appliances. Sinks in kitchens will be available for use with social distancing guidelines in effect.</p> <p>Individual needs for staff with medical considerations will be addressed on a case by case basis.</p> <p>Any food deliveries must be curbside - the employee must meet the delivery person outside the building.</p>	<p>Drinking fountains prohibited. No contact Water refill stations use is permitted.</p> <p>Limited use of common areas (i.e. training room, kitchens) available for use with social distancing guidelines in effect.</p> <p>Congregating in communal areas is discouraged per PA DOH and CDC guidelines.</p> <p>Any food deliveries must be curbside - the employee must meet the delivery person outside the building</p>	Brian Cote Interim CEO/Director of Curriculum, Assessment & Instruction	Signs with guidelines will be posted throughout the building.	
<b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b>	Frequent reminders/communication about hand-washing and other best practices with staff, students, and families.	Frequent reminders/communication about hand-washing and other best practices with staff, students, and families.	Victoria Palaia School Nurse	Signs with guidelines will be posted throughout the building.	

<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p>Prominent signs posted at main entrances, high traffic areas regarding best practices, requirements, etc.</p>	<p>Prominent signs posted at main entrances, high traffic areas regarding best practices, requirements, etc.</p>	<p>Victoria Palaia Nurse</p> <p>Brian Cote Interim CEO/Director of Curriculum, Assessment &amp; Instruction</p>	<p>Signs with guidelines will be posted throughout the building.</p>	
<p><b>* Identifying and restricting non-essential visitors and volunteers</b></p>	<p>Any non-employee is considered non-essential therefore no vendors, family meetings, prospective family tours, etc. will be allowed.</p> <p>IEP/504/Parent Conferences held virtually.</p>	<p>Non-essential visitors, vendors, parents/guardians, prospective family tours, etc. will have limited access to 21CCCS buildings based on prior approval or scheduled school meetings/events.</p> <p>IEP/504/Parent Conferences held virtually.</p>	<p>Brian Cote Interim CEO/Director of Curriculum, Assessment &amp; Instruction</p>	<p>N/A</p>	
<p><b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b></p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>
<p><b>Limiting the sharing of materials among students</b></p>	<p>There will be no communal or shared school supplies. When needed, students will carry their own materials to the school events or when possible, students will be notified that supplies</p>	<p>There will be no communal or shared school supplies. When needed, students will carry their own materials to the school events or when possible, students will be notified that supplies</p>	<p>Principals, Testing/Event s coordinator</p>	<p>N/A</p>	<p>N/A</p>

	<p>will be made available.</p> <p><b>In- Person Related Services:</b> When In person services or an evaluation are required, an IEP Team will determine if in-person services may resume, Staff or independent contractors providing in-person service will work with the family to provide space, when feasible, in the home or outside, which is open with good ventilation. Depending on services needed, to the maximum extent possible, the service provider and the student will maintain 6 feet of separation and will wear mask and follow PA Dept. of Health Guidelines.</p>	<p>will be made available.</p> <p><b>In- Person Related Services:</b> When In person services or an evaluation are required, an IEP Team will determine if in-person services may resume, Staff or independent contractors providing in-person service will work with the family to provide space, when feasible, in the home or outside, which is open with good ventilation. Depending on services needed, to the maximum extent possible, the service provider and the student will maintain 6 feet of separation and will wear mask and follow PA Dept. of Health Guidelines.</p>			
<p><b>Staggering the use of communal spaces and hallways</b></p>	<p>No communal spaces to be used.</p> <p>Maintain social distancing.</p>	<p>All communal spaces will be limited use by staff. Congregating in communal areas is discouraged per PA Dept of Department and CDC guidelines. Staff will follow social distancing guidelines throughout the building.</p> <p>When space allows, use one way traffic patterns in hallways.</p>	<p>Brian Cote Interim CEO/Director of Curriculum, Assessment &amp; Instruction</p>	<p>Signs with guidelines will be posted throughout the building.</p>	

		No more than one staff at a time at any copier. Use disinfectant/sanitizer once finished at the copier & any communal work space.			
<b>Adjusting transportation schedules and practices to create social distance between students</b>	If the student requires transportation as a related service, the school will contact the transportation company responsible for transporting the student in accordance with his/her IEP to direct compliance with CDC guidance. The driver will be required to wear a face mask/covering at all times. Unless there is an accommodation in the student's IEP/504 Plan, the student will be required to wear a face mask/covering at all times	If the student requires transportation as a related service, the school will contact the transportation company responsible for transporting the student in accordance with his/her IEP to direct compliance with CDC guidance. The driver will be required to wear a face mask/covering at all times. Unless there is an accommodation in the student's IEP/504 Plan, the student will be required to wear a face mask/covering at all times	Special Education Director	N/A	N/A
<b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b>	Most student attendance is virtual. If an IEP Team determines in-person services may resume, Staff or independent contractors providing in-person service will work with the family to provide space, when feasible, in the home or outside, which is open with good ventilation. Depending on services needed, to	Most student attendance is virtual. If an IEP Team determines in-person services may resume, Staff or independent contractors providing in-person service will work with the family to provide space, when feasible, in the home or outside, which is open with good ventilation. Depending on services needed, to	Principals, Special Education Director		

	<p>the maximum extent possible, the service provider and the student will maintain 6 feet of separation and will wear mask.</p> <p>Staff attendance at trainings, PD and meetings will be virtual.</p>	<p>the maximum extent possible, the service provider and the student will maintain 6 feet of separation and will wear mask.</p> <p>Staff attendance at trainings, PD and meetings will be virtual. Any in person events (student or staff) will follow PA Dept of Health social distance and mitigations guidelines.</p>			
<p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p>	N/A	N/A	N/A	N/A	N/A
<p><b>Other social distancing and safety practices</b></p>	<p>Continue to reassess procedures for all areas to ensure student and staff safety is at the forefront.</p> <p>To the extent possible, and based on the needs of the student, the session in which the staff person or independent contractor providing in-person services is working with the student, is only to</p>	<p>Continue to reassess procedures for all areas to ensure student and staff safety is at the forefront.</p> <p>To the extent possible, and based on the needs of the student, the session in which the staff person or independent contractor providing in-person services is working with the student, is only to</p>	<p>Brian Cote Interim CEO/Director of Curriculum, Assessment &amp; Instruction</p> <p>Special Education Director</p>	N/A	

	<p>have the student and the in-person service provider in the room. At most, only one other family member may be permitted to be in the room during the session if consistent with CDC guidelines, and the family member must remain at least 6 feet from the child and the related service provider.</p>	<p>have the student and the in-person service provider in the room. At most, only one other family member may be permitted to be in the room during the session if consistent with CDC guidelines, and the family member must remain at least 6 feet from the child and the related service provider.</p>			
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**Monitoring Student and Staff Health**

In an effort to monitor the health of all staff at the 21CCCS buildings, the school will require daily temperature checks and health screenings of staff, students and visitors upon arrival to school buildings. Staff will log their daily screening in an effort to keep record of who is in the building each day.

As a cyber school, students do not come into our buildings on a regular basis and, in an effort to maintain the safest environment for all staff, students and families, non-essential visitors, vendors, parents/guardians, prospective family tours, etc. will have limited access to 21CCCS buildings based on prior approval or scheduled school meetings/events. Any in person student event will continue to follow health and safety guidelines established by the PA DOH and CCHD.

Should a staff member become ill or be exposed to an individual confirmed positive for COVID-19, the school will follow the guidelines from the PA DOH and CCHD. Staff are asked to communicate with human resources if they have been in the building, so the building can be thoroughly cleaned and disinfected; furthermore, if necessary, other staff members with potential contact can be notified to pursue a plan of action.

As a cyber school, 21CCCS is able to provide curriculum and support entirely online, in-person contact with students is limited. If a student tests positive for COVID-19 or comes in contact with someone who has, 21CCCS will follow the guidelines of CCHD if the student has visited one of the buildings or has been in contact with staff.

21CCCS’s HR Manager and School Nurses will work together with staff who have tested positive for COVID-19 or have been exposed to someone confirmed positive to ensure that staff have the support they need and follow the health and safety guidelines. Should a staff member feel uncomfortable to return to the office, they are encouraged to speak with their direct supervisor or human resources to find a resolution that best meets the needs of our students and school.

The Pandemic Response Team will continue to monitor and re-evaluate these plans based on most recent guidelines from organizations like the Pennsylvania Department of Health, Center for Disease Control, and local organizations like the Chester County Department of Health. Members of our administration and our school nurses will monitor student and staff health with the support of the Pandemic Response Team, and will communicate with staff, students, and families on a regular basis regarding the school's Health and Safety Plan as it changes with the status of the virus.

Decisions regarding in-person services for students with a disability shall be made on an individual basis by each student's IEP / 504 plan. No in-person services shall be permitted, however, unless the health and safety guidelines of this plan together with applicable state and federal mandates regarding health and safety are followed during the provision of any in-person services.

**As events change where within-school-year changes are warranted, such as the introduction of in-person events and state testing, email communication will go out to the entire school community and will be updated as new information is available.**

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)
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Staff required to perform daily temperature check &amp; health questions upon arrival to the building. This will be logged.</p> <p>No staff with symptoms of Covid-19 or an elevated temperature are allowed in the school building.</p> <p>Staff and students must notify the school if an absence is due to COVID-19.</p> <p>On-site screening for symptoms and temperature check is required for all students and visitors entering the building.</p> <p>Staff should self-report COVID-19 symptoms to their supervisor and human resources.</p> <p>Staff can refer to COVID-19 shared drive to review <a href="#">symptoms/possible exposure</a>.</p> <p><b>In Person Related Services:</b> Should in-person related services or an evaluation be required, the provider</p>	<p>Staff required to perform daily temperature check &amp; health questions upon arrival to the building. This will be logged.</p> <p>No staff with symptoms of Covid-19 or an elevated temperature are allowed in the school building.</p> <p>Staff and students must notify the school if an absence is due to COVID-19.</p> <p>On-site screening for symptoms and temperature check is required for all students and visitors entering the building.</p> <p>Staff should self-report COVID-19 symptoms to their supervisor and human resources.</p> <p>Staff can refer to COVID-19 shared drive to review <a href="#">symptoms/possible exposure</a>.</p> <p><b>In Person Related Services:</b> Should in-person related services or an evaluation be required, the provider</p>	<p>Victoria Palaia School Nurse</p> <p>Megan Ebright School Nurse</p>	<p>Thermometers Screening checklist Log (available to all staff online)</p>	<p>Y</p>

	will communicate with the family prior to providing the services/ conducting the evaluation to ensure that no one in the household has any COVID-19 symptoms or exposure to someone who is experiencing COVID-19 symptoms or has tested positive for COVID-19 prior to the service/ evaluation taking place.	will communicate with the family prior to providing the services/ conducting the evaluation to ensure that no one in the household has any COVID-19 symptoms or exposure to someone who is experiencing COVID-19 symptoms or has tested positive for COVID-19 prior to the service/ evaluation taking place.			
<b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b>	<p>Individuals who are sick or have an elevated temperature will be sent home or to a healthcare facility depending on how severe their symptoms are; prior to leaving the building, guidance for self-isolation at home and guidelines for returning to school will be provided. The most protective recommended quarantine period will be followed per PA Dept of Health recommendations.</p> <p>Absence notification should be reported to supervisor; doctor's note should be shared with HR.</p> <p>Students who are well enough to continue learning can continue live virtual learning.</p> <p><b>In-Person Related Services:</b> If the</p>	<p>Individuals who are sick or have an elevated temperature will be sent home or to a healthcare facility depending on how severe their symptoms are; prior to leaving the building, guidance for self-isolation at home and guidelines for returning to school will be provided. The most protective recommended quarantine period will be followed per PA Dept of Health recommendations.</p> <p>Absence notification should be reported to supervisor; doctor's note should be shared with HR.</p> <p>Students who are well enough to continue learning can continue live virtual learning.</p> <p><b>In-Person Related Services:</b> If the</p>	<p>Cindy Currie HR Manager</p> <p>Victoria Palaia School Nurse</p> <p>Megan Ebright School Nurse</p>	N/A	Y

	<p>student, a member of their household, the related services provider, or the evaluator are experiencing symptoms of COVID-19 or have been exposed to someone who is experiencing symptoms/ tested positive for COVID-19, or they themselves have tested positive for COVID-19 no in-person services or evaluations can take place among these individuals. An alternative plan for the provision of services or the evaluation will be determined by the school administration, school nurse, and IEP/504 team on a case-by-case basis. Providers are required to communicate this information to the student's Special Education Support Service Coordinator as soon as possible.</p>	<p>student, a member of their household, the related services provider, or the evaluator are experiencing symptoms of COVID-19 or have been exposed to someone who is experiencing symptoms/ tested positive for COVID-19, or they themselves have tested positive for COVID-19 no in-person services or evaluations can take place among these individuals. An alternative plan for the provision of services or the evaluation will be determined by the school administration, school nurse, and IEP/504 team on a case-by-case basis. Providers are required to communicate this information to the student's Special Education Support Service Coordinator as soon as possible.</p>			
<p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p>	<p>Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the PA Department of Health following the Exclusion From and Return to School Requirements.</p> <p>Staff returning to the building after isolation</p>	<p>Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the PA Department of Health following the Exclusion From and Return to School Requirements.</p> <p>Staff returning to the building after isolation</p>	<p>Cindy Currie HR Manager</p> <p>Victoria Palaia School Nurse</p> <p>Megan Ebright School Nurse</p>	N/A	

	<p>or quarantine must notify the Human Resources prior to return.</p> <p>Isolated or quarantine individuals may be required to provide medical notes to return to school/work.</p> <p>Students excluded from school who are well enough to continue learning will connect with their teachers virtually.</p> <p><b>In-Person Related Services:</b> If the student, a member of their household, the related services provider, or the evaluator tested positive for COVID-19, before in-person services resume or the evaluation can take place, the individuals must be quarantined as advised by CDC guidelines. The in-person service or the evaluation will be rescheduled following the quarantine period.</p>	<p>or quarantine must notify the Human Resources prior to return.</p> <p>Isolated or quarantine individuals may be required to provide medical notes to return to school/work.</p> <p>Students excluded from school who are well enough to continue learning will connect with their teachers virtually.</p> <p><b>In-Person Related Services:</b> If the student, a member of their household, the related services provider, or the evaluator tested positive for COVID-19, before in-person services resume or the evaluation can take place, the individuals must be quarantined as advised by CDC guidelines. The in-person service or the evaluation will be rescheduled following the quarantine period.</p>			
<p><b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b></p>	<p>The school will follow local guidelines, in addition to PA Department of Health and PDE guidelines.</p> <p>The CEO or Pandemic Coordinator will communicate changes to safety protocols and school closures on the</p>	<p>The school will follow local guidelines, in addition to PA Department of Health and PDE guidelines.</p> <p>The CEO or Pandemic Coordinator will communicate changes to safety protocols and school closures on the</p>	<p>Victoria Palaia School Nurse</p> <p>Megan Ebright School Nurse</p>	N/A	

	<p>school website and via electronic communications.</p> <p>The School should notify the Chester County Health Department or The PA Dept of Health of any confirmed case of COVID-19 in the school. The PA DOH or The Chester County Health Department will conduct an investigation and contact tracing, and will notify the school if staff or students test positive, are exposed, or become ill and have to self-isolate or quarantine.</p> <p>If a staff member/visitor/student present at one of the school buildings tests positive for COVID, 21CCCS will email or call the applicable staff and/or parents based on impacted building regarding the 24-hour shutdown of the building for cleaning. Potentially impacted individuals will be contacted by HR or school nurse.</p> <p><b>In-person Services:</b> In the event that the Governor's Order once more closes schools or the Charter School or the related service provider determine that in-</p>	<p>school website and via electronic communications.</p> <p>The School should notify the Chester County Health Department or The PA Dept of Health of any confirmed case of COVID-19 in the school. The PA DOH or The Chester County Health Department will conduct an investigation and contact tracing, and will notify the school if staff or students test positive, are exposed, or become ill and have to self-isolate or quarantine.</p> <p>If a staff member/visitor/student present at one of the school buildings tests positive for COVID, 21CCCS will email or call the applicable staff and/or parents based on impacted building regarding the 24-hour shutdown of the building for cleaning. Potentially impacted individuals will be contacted by HR or school nurse.</p> <p><b>In-person Services:</b> In the event that the Governor's Order once more closes schools or the Charter School or the related service provider determine that in-</p>			
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	<p>person services must temporarily stop, the service provider will provide communication by phone and email to the family immediately and the Charter School will follow up with appropriate written notification to the family. Except for the Governor’s state-wide closure of all schools, decisions with regard to in-person services shall be made on an individual basis by the IEP Team consistent with applicable laws and health and safety guidelines.</p>	<p>person services must temporarily stop, the service provider will provide communication by phone and email to the family immediately and the Charter School will follow up with appropriate written notification to the family. Except for the Governor’s state-wide closure of all schools, decisions with regard to in-person services shall be made on an individual basis by the IEP Team consistent with applicable laws and health and safety guidelines.</p>			
<p><b>Other monitoring and screening practices</b></p>	<p>Partner with the PA DOH &amp; Chester County Health Department to support contact tracing.</p> <p>Individuals who travel outside of Pennsylvania are expected to be aware of current <a href="#">guidance</a> from the PA Department of Health, have a negative COVID-19 test within 72 hours prior to entering the Commonwealth or quarantine for 10 days upon entry into Pennsylvania.</p>	<p>Partner with the PA DOH &amp; Chester County Health Department to support contact tracing.</p> <p>Individuals who travel outside of Pennsylvania are expected to be aware of current <a href="#">guidance</a> from the PA Department of Health, have a negative COVID-19 test within 72 hours prior to entering the Commonwealth or quarantine for 10 days upon entry into Pennsylvania.</p>	School Nurses	N/A	N/A

### Other Considerations for Students and Staff

Anyone entering a 21CCCS building is required to wear a face mask while in the school building. If they need to take a brief periodic “fresh air” breaks, they are directed to exit the building before removing their mask and make sure they have it back on before reentering the building. Any staff that are at higher risk for severe illness will be asked to attend or participate virtually or staff to reach out to their supervisor/human resources for accommodations. All instruction and support will be provided online. Students have access to administration, teachers, school nurses, and school counselors throughout each school day via email, phone, and virtual offices. Protocols for students with disabilities will be addressed on a case-by-case basis and appropriate accommodations will be considered to fully support their safety and learning to the extent consistent with this Health and Safety Plan and applicable laws and applicable health and safety guidelines.

Decisions regarding in-person services for students with a disability shall be made on an individual basis by each student’s IEP / 504 plan. No in-person services shall be permitted, however, unless the health and safety guidelines of this plan together with applicable state and federal mandates regarding health and safety are followed during the provision of any in-person services.

In the event of a high level of staff illness, we will work within our staff to ensure appropriate coverage of any teachers who need to be out due to illness and work to ensure we have an adequate number of substitute teachers available for the start of the new school year.

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)
* <b>Protecting students and staff at higher risk for severe illness</b>	<p>High-risk staff members should reach out to supervisor for accommodations.</p> <p>The IEP Team shall determine how to address the needs of those special education students at higher risk of COVID-19 and shall take into consideration services can be provided in-person or virtually.</p>	<p>High-risk staff members should reach out to supervisor for accommodations.</p> <p>The IEP Team shall determine how to address the needs of those special education students at higher risk of COVID-19 and shall take into consideration services can be provided in-person or virtually.</p> <p>Upon reopening, 21CCCS will reevaluate and continue to adhere to PA DOH guidelines.</p>	Supervisors/ Administration	N/A	

<p><b>* Use of face coverings (masks or face shields) by all staff</b></p>	<p>Required by all staff/visitors present in buildings.</p> <p>Staff will be allowed to use cloth masks; additional paper masks will be available at building entrances.</p> <p>Guidelines will be shared regarding proper mask care/hygiene..</p>	<p>Required by all staff/visitors present in buildings.</p> <p>Staff will be allowed to use cloth masks; additional paper masks will be available at building entrances.</p> <p>Guidelines will be shared regarding proper mask care/hygiene.</p>	<p>Victoria Palaia School Nurse</p> <p>Megan Ebright School Nurse</p>	<p>Disposable masks</p>	
<p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p>	<p>Required by all staff/visitors present in buildings - masks should be worn while entering, exiting, and traveling throughout the building.</p> <p>A mask covering your mouth and nose must be worn at all times in classrooms and other spaces with another person or people within six feet. Face shields are permitted in certain circumstances (ex. front of class teaching, reading instruction, speech therapy, hearing impaired, etc.)</p>	<p>Required by all staff/visitors present in buildings - masks should be worn while entering, exiting, and traveling throughout the building.</p> <p>A mask covering your mouth and nose must be worn at all times in classrooms and other spaces with another person or people within six feet. Face shields are permitted in certain circumstances (ex. front of class teaching, reading instruction, speech therapy, hearing impaired, etc.)</p> <p>Masks are recommended to be at least 2 ply with ear loops or ties around the head and covers the nose and chin.</p>	<p>Victoria Palaia School Nurse</p> <p>Megan Ebright School Nurse</p>	<p>Disposable masks</p>	

	<p>Masks are recommended to be at least 2 ply with ear loops or ties around the head and covers the nose and chin. Masks may not have a vent. No gaiters or bandanas. Masks will be provided for all staff. Face shields will be provided for all professional and paraprofessional staff. Masks from home are appropriate.</p> <p>No person may enter a building without a mask.</p> <p>Staff are not required to wear a face masks in situations where wearing a face masks creates an unsafe condition to operate equipment or execute a task.</p> <p>Signs are placed at each entrance. Staff unable to wear a mask or face shield due to a specific health condition must discuss accommodation with HR.</p>	<p>Masks may not have a vent.</p> <p>No gaiters or bandanas.</p> <p>Masks will be provided for all staff.</p> <p>Face shields will be provided for all professional and paraprofessional staff.</p> <p>Masks from home are appropriate. No person may enter a building without a mask.</p> <p>Staff are not required to wear a face masks in situations where wearing a face masks creates an unsafe condition to operate equipment or execute a task.</p> <p>Signs are placed at each entrance.</p> <p>Staff unable to wear a mask or face shield due to a specific health condition must discuss accommodation with HR.</p> <p>Refusal to wear a mask will result in being sent home from work unpaid.</p> <p>Except as provided in Section 3 of the PA DOH Face Covering <a href="#">Order</a>, individuals</p>			
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	<p>Refusal to wear a mask will result in being sent home from work unpaid.</p> <p>Except as provided in Section 3 of the PA DOH Face Covering <a href="#">Order</a>, individuals are required to wear face mask if they are: outdoors and unable to consistently maintain a distance of six feet from individuals who are not members of their household; in any indoor location where members of the public are generally permitted;</p> <p>waiting for the bus or for a ride; or riding a school bus engaged in work, whether at the workplace or performing work off-site, when interacting in-person with any member of the public, working in any space visited by members of the public, working in any space where food is prepared or packaged for sale or</p>	<p>are required to wear face mask if they are: outdoors and unable to consistently maintain a distance of six feet from individuals who are not members of their household; in any indoor location where members of the public are generally permitted; waiting for the bus or for a ride; or riding a school bus engaged in work, whether at the workplace or performing work off-site, when interacting in-person with any member of the public, working in any space visited by members of the public, working in any space where food is prepared or packaged for sale or distribution to others, working in or walking through common areas, or in any room or enclosed area where other people, except for members of the person's own household or residence, are present where unable to physically distance.</p> <p>Exceptions to Face Covering Requirement The following are exceptions to the face covering requirement</p>			
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	<p>distribution to others, working in or walking through common areas, or in any room or enclosed area where other people, except for members of the person's own household or residence, are present where unable to physically distance.</p> <p>Exceptions to Face Covering Requirement The following are exceptions to the face covering requirement in Section 2: Individuals who cannot wear a mask due to a documented medical condition, including those with respiratory issues that impede breathing, mental health condition, or disability;</p> <p>Individuals who would be unable to remove a mask without assistance;</p> <p>Individuals who are under two years of age;</p>	<p>in Section 2: Individuals who cannot wear a mask due to a documented medical condition, including those with respiratory issues that impede breathing, mental health condition, or disability;</p> <p>Individuals who would be unable to remove a mask without assistance;</p> <p>Individuals who are under two years of age;</p> <p>Individuals who are communicating or seeking to communicate with someone who is hearing-impaired or has another disability, where the ability to see the mouth is essential for communication;</p> <p>Section 504 and IDEA permits school officials to ask for medical documentation to demonstrate a student's need for an exemption from any face covering requirement.</p> <p>Information in order to decide whether a 504 plan is required.</p>			
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	<p>Individuals who are communicating or seeking to communicate with someone who is hearing-impaired or has another disability, where the ability to see the mouth is essential for communication;</p> <p>Section 504 and IDEA permits school officials to ask for medical documentation to demonstrate a student’s need for an exemption from any face covering requirement.</p> <p>Information in order to decide whether a 504 plan is required.</p> <p>If a student does not have a valid medical excuse for the face covering requirement, and continued noncompliance with this requirement occurs, the students will be transferred to our virtual learning environment in order to protect the health and safety of</p>	<p>If a student does not have a valid medical excuse for the face covering requirement, and continued noncompliance with this requirement occurs, the students will be transferred to our virtual learning environment in order to protect the health and safety of staff and students in the school.</p> <p>Teachers may allow students to remove face masks when students are:</p> <p>Eating or drinking when spaced at least 6 feet apart;</p> <p>When wearing a face mask creates an unsafe condition in which to operate equipment or execute a task.</p> <p>At least 6 feet apart during “face-mask breaks” to last no longer than 10 minutes.</p> <p>Guidelines will be shared regarding proper mask care/hygiene.</p>			
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	<p>staff and students in the school.</p> <p>Teachers may allow students to remove face masks when students are:</p> <p>Eating or drinking when spaced at least 6 feet apart;</p> <p>When wearing a face mask creates an unsafe condition in which to operate equipment or execute a task.</p> <p>At least 6 feet apart during “face-mask breaks” to last no longer than 10 minutes.</p> <p>Guidelines will be shared regarding proper mask care/hygiene.</p>				
<p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p>	<p>For the majority of our students, all instructional delivery and services are able to be provided virtually. Protocols for students with disabilities will be addressed on a case-by-case basis and appropriate accommodations will be considered to fully support their safety and learning to the</p>	<p>For the majority of our students, all instructional delivery and services are able to be provided virtually. Protocols for students with disabilities will be addressed on a case-by-case basis and appropriate accommodations will be considered to fully support their safety and learning to the extent consistent with this Health and Safety Plan and</p>	<p>Administration</p> <p>Victoria Palaia School Nurse</p> <p>Megan Ebright School Nurse</p>	<p>Disposable masks</p>	

	extent consistent with this Health and Safety Plan and applicable laws and applicable health and safety guidelines.	applicable laws and applicable health and safety guidelines.			
<b>Strategic deployment of staff</b>	<p>Nearly all instruction/support is offered online. Students have access to administration, teachers, school nurses, and school counselors throughout each school day via email, phone, and virtual offices.</p> <p>School counselors will host assemblies to address social/emotional/mental wellness.</p> <p>Teachers are instructed to reach out to school counselors with specific student cases that need to be followed up on.</p>	<p>Nearly all instruction/support is offered online. Students have access to administration, teachers, school nurses, and school counselors throughout each school day via email, phone, and virtual offices.</p> <p>School counselors will host assemblies to address social/emotional/mental wellness.</p> <p>Teachers are instructed to reach out to school counselors with specific student cases that need to be followed up on.</p>	Administration	<p>Assembly schedule</p> <p>Email blast communications from the school to families.</p>	

### Health and Safety Plan Professional Development

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
<b>Covid-19 Health &amp; Safety Plan</b>	All staff	Pandemic Response Team	Zoom meeting	Handouts & Guidelines	August 17, 2020	August 17, 2020
<b>Covid-19 Health &amp; Safety Plan</b>	Students/families	Pandemic Response Team	Video	Guidelines and FAQs to be addressed in video	August 27, 2020	Ongoing
<b>Covid-19 Health &amp; Safety Plan</b>	Students	Pandemic Response Team	Virtual Assembly	Led by school nurses and school counselors	August 27, 2020	Ongoing

### Health and Safety Plan Communication

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
<b>Covid-19 Health &amp; Safety Plan</b>	Students/Families	Brian Cote Interim CEO/Director of Curriculum, Assessment & Instruction	Email and post to school website (available in English and Spanish)	August 27, 2020	Ongoing

## Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>Buildings are cleaned and sanitized on a daily basis by an outsourced cleaning company(ies).</p> <p>The cleaning staff is trained on COVID-19 cleaning practices.</p> <p>Hand sanitizers, wipes, mask and gloves supplies are available for use by staff and/or visitors to the buildings.</p> <p>We will request CCIU maintenance to check our air ventilation systems and replace air filters more frequently.</p> <p>Staff will be asked to clean their desk/surfaces at the beginning of the day, after their lunch break and again at the end of the day.</p>

## Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p> <p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p> <p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p> <p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<p>21CCCS will continue to follow and implement social distancing and safety guidelines from the CDC, PA Department of Health and local county health department guidelines. Potential staggered schedule of staff working in the office (5 day cycle) if employees are required/need access to the office. This will accommodate the need to observe necessary separation of 6 feet between staff when visiting the building. Teachers will not be required to come into the school building, and will be allowed to work from home until a safe return to school plan has been implemented.</p> <p>Student in person events will follow 6 feet social distancing guidelines. No students will be face to face seating. Social distancing guidelines will be enforced throughout the school buildings to the maximum extent feasible.</p> <p>To continue to implement proper hygiene within the buildings signs will be posted in the restrooms and sink areas reminding staff of proper handwashing techniques. Disinfecting Wipes will be made available and staff will be encouraged to use throughout the building to wipe down their work space and any other space used (eg. printers, fax, copiers). In addition, frequent reminders about hand-washing, safety protocols and social distancing procedures will be communicated by emails, and virtual assemblies to staff, students and families. Hand sanitizer stations will be placed at the entrances of the buildings for staff.</p> <p>Limited use of common areas (i.e. training room, kitchens) available for use with social distancing guidelines in effect. One way flow of traffic in hallways where feasible. Congregating in communal areas is discouraged per PA DOH and CDC guidelines.</p> <p>Non-essential visitors, vendors, parents/guardians, prospective family tours, etc. will have limited access to 21CCCS buildings based on prior approval or scheduled school meetings/events. Deliveries to and pickups from the school buildings must be scheduled/coordinated by the appropriate staff.</p>

<p>* Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</p> <p>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<p>Information will continue to be provided throughout the school year via email, PD days, virtual assemblies, and training relative to the pandemic conditions continuing to evolve/devolve.</p> <p>There are no sporting activities throughout our school.</p> <p>Currently outdoor space is not utilized since there are no students in the building (student attendance is virtual), there are no sporting activities or recess throughout our school. Outside space as a venue option when weather permits will follow PA DOH distancing guidelines and safety protocols.</p> <p>All communal spaces will be limited use by staff. Congregating in communal areas is discouraged per PA Dept of Department and CDC guidelines. Staff will follow social distancing guidelines throughout the building.</p> <p>Transportation is not utilized for our students who attend our school, and any student-in person activities (including field trips and outreach events) are cancelled until further notice.</p> <p>Staff or students who travel outside of Pennsylvania are expected to adhere to guidance from the PA DOH, and follow quarantine guidelines.</p> <p>IEP//504/Parent Conferences held virtually.</p> <p><b>In-Person Related Services:</b> Should a student need in-person related services and/or an evaluation, the only people present should be the provider, the student, and the learning coach/ responsible adult. All should maintain a distance of 6 feet from one another when possible.</p> <p>If an IEP Team determines in-person services may resume, Staff or independent contractors providing in-person service will work with the family to provide space, when feasible, in the home or outside, which is open with good ventilation. Depending on services needed, to the maximum extent possible, the service provider and the student will maintain 6 feet of separation and will wear mask and follow CDC protocols. Unless there is an accommodation in the IEP/504 Plan, the student will be required to wear a face mask/covering at all times.</p>
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## Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>Staff required to perform daily temperature check &amp; health questions upon arrival to the building. This will be logged.</p> <p>No staff with symptoms of Covid-19 or an elevated temperature are allowed in the school building.</p> <p>Staff and students must notify the school if an absence is due to COVID-19.</p> <p>On-site screening for symptoms and temperature check is required for all students and visitors entering the building.</p> <p>Staff should self-report COVID-19 symptoms to their supervisor and human resources.</p> <p>Staff can refer to COVID-19 shared drive to review <a href="#">symptoms/possible exposure</a>.</p> <p><b>In Person Related Services:</b> Should in-person related services or an evaluation be required, the provider will communicate with the family prior to providing the services/ conducting the evaluation to ensure that no one in the household has any COVID-19 symptoms or exposure to someone who is experiencing COVID-19 symptoms or has tested positive for COVID-19 prior to the service/ evaluation taking place.</p> <p>Should a staff member become ill or be exposed to an individual confirmed positive for COVID-19, the school will follow the guidelines from PA DOH &amp; CCHD in regards to when staff should be excluded from school and for how long based on their individual case.</p> <p>Staff are asked to communicate with their supervisor if they do fit into this category so that the building can be thoroughly cleaned and disinfected; furthermore, if necessary, other staff members with potential contact can be notified to pursue a plan of action.</p> <p>If a student tests positive for COVID-19 or comes in contact with someone who has, 21CCCS will follow the guidelines of PA DOH</p>

and the CCHD if the student has visited one of the buildings or has been in contact with staff.

As a cyber school able to provide curriculum and support entirely online, in-person contact with students is limited.

21CCCS's HR Manager and School Nurses will work together with staff who have tested positive for COVID-19 or have been exposed to someone confirmed positive to ensure that staff have the support they need and that the school is aware and can react appropriately based on the individual case.

Should a staff member feel uncomfortable to return to the office, they are encouraged to speak with their direct supervisor to find a resolution that best meets the needs of our students and school.

The Pandemic Response Team will continue to monitor and re-evaluate these plans based on most recent guidelines from organizations like the Pennsylvania Department of Health, Center for Disease Control, and local organizations like the Chester County Department of Health.

Members of our administration and our school nurses will monitor student and staff health with the support of the Pandemic Response Team, and will communicate with staff, students, and families on a regular basis regarding the school's Health and Safety Plan as it changes with the status of the virus. If a situation occurs when the building needs to close for deep cleaning, an email will be sent out to the relevant staff notifying them they are to telework until further notice.

## Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>Anyone entering a 21CCCS building is required to wear a face mask. Any staff or students that are at higher risk for severe illness will be asked to attend or participate virtually or staff to reach out to their human resources for accommodations.</p> <p>All instruction and support will be provided online. Students have access to administration, teachers, school nurses, and school counselors throughout each school day via email, phone, and virtual offices.</p> <p>School counselors will host assemblies to address social/emotional/mental wellness. Teachers are instructed to reach out to school counselors with specific student cases that need to be followed up on.</p> <p><b>In-Person Related Services:</b> When in-person related services or an evaluation are required, the student receiving the services or being evaluated, along with any members of their household (two years of age or older) who are present during the service or the evaluation must wear a face mask at all times. As per PDE Guidelines, students will be required to wear a face mask/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 when receiving in-person services. Accommodations for such students will be made in partnership with the student's health care provider, school nurse, and IEP/504 Plan. These protocols will be developed, discussed and implemented by IEP/504/IHP teams for individual students with related services deemed essential.</p>