



# ARP ESSER Health and Safety Plan Guidance & Template

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Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;

3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
  - a. Universal and correct wearing of [masks](#);
  - b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
  - c. [Handwashing and respiratory etiquette](#);
  - d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
  - e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
  - f. [Diagnostic](#) and screening testing;
  - g. Efforts to provide COVID-19 [vaccinations to school communities](#);
  - h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
  - i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume

instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

\* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

## **Additional Resources**

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

## Health and Safety Plan Summary: **Coatesville Area School District**

Initial Effective Date: **August 20, 2021**

Date of Last Review: **August 24, 2021**

Date of Last Revision: **August 24, 2021**

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

**The Coatesville Area School District (CASD) implemented a health and safety plan throughout the 2020-2021 school year using mitigation strategies supported by the CDC, PA Department of Health, and the Chester County Health Department. These strategies were successful in supporting the larger public health initiative to slow the spread of COVID-19 and to protect our district community, especially those at increased risk for severe illness. Further, our district supported vaccination clinics for our teachers and staff and led vaccine clinics for students.**

**CASD will continue to review the latest guidance from the CDC, PA Department of Health, and the Chester County Health Department. This information will assist the district when reviewing our mitigation strategies for effectiveness. The guidance will also be used to revise our CASD's health and safety plan as necessary. The table below provides strategies, policies, and procedures to be used within the district.**

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

**At the same time the Board will vote on approving this health and safety plan, the Board has also voted to approve (July 27, 2021) the completed template entitled Emergency Instructional Time [Section 520.1 - 2021-22 School Year]. This template can be viewed on the district website beginning on July 28, 2021 and is incorporated as part of this health and safety plan.**

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

| ARP ESSER Requirement   | Strategies, Policies, and Procedures  |
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| <p>a. Universal and correct wearing of <a href="#">masks</a>;</p>   | <p><b>Based on the Governor’s orders and Chester County Health Department recommendations, the district will require universal masking K-12 for students, staff, and visitors regardless of vaccination status beginning August 25 and until further notice. The administration will review transmission rates and make recommendations to the Board that may result in further revisions to the Health and Safety Plan.</b></p>  |
| <p>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</p>         | <p><b>Pennsylvania lifted its Order for physical distancing and occupancy limits on May 31, 2021. With the lifting of the Order, all school buildings and offices will not require specific social distancing requirements.</b></p> <p><b>CASD school buildings and offices will allow for full occupancy with no alterations or restrictions.</b></p> <p><b>Should this recommendation change or be altered in any way, CASD will consider any additional recommendations from the PADOH, CDC or the Chester County Health Department for additional mitigation strategies when these recommendations are available.</b></p> |
| <p>c. <a href="#">Handwashing and respiratory etiquette</a>;</p>  | <p><b>Best practice encourages hand washing prior to meals and snacks, after meals and snacks, transition back to class from being outside, after using the bathroom, and after blowing nose, coughing, or sneezing. The district will encourage our students, staff, and visitors/volunteers to implement these best practices.</b></p> <p><b>CASD will have available hand sanitizer in strategic locations in high traffic areas.</b></p> <p><b>CASD will post signs in buildings reminding students, staff, and visitors/volunteers of proper respiratory etiquette.</b></p>  |
| <p>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</p> | <p><b>CASD utilizes EPA approved disinfectants for use against COVID-19. There will be routine cleaning of our buildings, classrooms, common areas, transportation vehicles, and office spaces.</b></p> <p><b>All individuals will be encouraged to sanitize/wash hands on a regular basis. Hand sanitizer stations will be available in common areas, hallways, and/or in classrooms where sinks for handwashing are not available.</b></p>  |

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|   | <p>If there is a case of COVID-19, a cleaning and disinfecting of the area will take place.</p> <p>The district will continue to ensure ventilation systems operate properly and increase circulation of outdoor air by opening windows and doors when possible. The district will change filters regularly for its ventilation systems.</p>  |
| <p>e. <a href="#">Contact tracing</a> in combination with <a href="#">isolation</a> and <a href="#">quarantine</a>, in collaboration with the State and local health departments;</p> | <p><b>CASD will report all confirmed cases of COVID-19 to the Chester County Health Department as it did during the 2020-2021 school year.</b></p> <p><b>CASD will provide the health department, as required, a list of close contact(s) of individuals who were in contact with the COVID-19 positive individual while at school to the best of its ability.</b></p> <p><b>CASD will support and implement public health guidance on isolation and quarantines. The district has adopted the modified quarantined guidance as outlined by the CDC, PA Department of Health, and the Chester County Health Department.</b></p> <p><b>Any student, staff, or visitor/volunteer who has tested positive for COVID-19 or is a probable case, shall notify the appropriate designated school staff e.g., nurse, teacher, principal, or direct supervisor. Guidance on isolation and follow-up steps will be provided to the individual.</b></p> <p><b>Student, staff, or visitor/volunteer who was in close contact with a COVID-19 positive case must notify the program administrator/principal immediately. These individuals will be provided guidance whether to isolate or quarantine as per guidelines of the CDC or health department.</b></p> |
| <p>f. <a href="#">Diagnostic</a> and screening testing;</p>   | <p><b>CASD will follow its Immunization and Communicable Diseases Policy for guidance on communicable diseases as COVID-19 is classified as such.</b></p> <p><b>CASD will maintain adequate personal protective equipment for use when individuals become ill, such as gowns, approved face coverings, eye protection, and gloves.</b></p> <p><b>All students, staff, parents/guardians, visitors/volunteers are instructed to stay home when sick, symptomatic, or who have recently had close contact with someone who has tested positive for COVID-19.</b></p> <p><b>Any individual who feels sick or exhibits symptoms will be instructed to report to the school nurse for evaluation.</b></p>  |

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|   | <p><b>Staff, students, and visitors/volunteers who are ill must stay home from work, school, or program.</b></p> <p><b>Staff, students, and visitors/volunteers shall be sent home if they become ill at work, school, or program.</b></p> <p><b>Staff, students, and visitors/volunteers shall report immediately to their direct supervisor/principal if they are COVID-19 positive or were in close contact with a person who has COVID-19. These individuals will be provided guidance whether to isolate or quarantine as per guidelines of the CDC or health department.</b></p> <p><b>The district may implement a rapid antigen testing program for individuals who become symptomatic during school or working hours.</b></p> |
| <p>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</p>                                    | <p><b>CASD has hosted vaccination clinics and will continue to partner as appropriate based on community need. As information is available, CASD will inform families on vaccine clinics and/or how to get a COVID-19 vaccine for their eligible child or family member.</b></p>   |
| <p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p> | <p><b>For students with disabilities with medical diagnoses that require a prescribed health and safety plan, the IEP Team may reconvene to develop specially designed instruction or strategies that meet the needs of these students, when appropriate.</b></p>  |
| <p>i. Coordination with state and local health officials.</p>   | <p><b>CASD will report cases of COVID-19 and its efforts on contract tracing with the health department.</b></p> <p><b>CASD will consult with the health department on specific cases or issues as needed.</b></p>   |

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Coatesville Area School District** reviewed and approved the Health and Safety Plan on **August 24, 2021**.

The plan was approved by a vote of:

  4   Yes

  2   No

Affirmed on: August 27, 2021

By:

Signature Pending

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*(Signature\* of Board President)*

Robert Fisher

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*(Print Name of Board President)*

\*Electronic signatures on this document are acceptable using one of the two methods detailed below.

**Option A:** The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

**Option B:** If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.