



Phased School Reopening Health and Safety Plan Template

Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non- instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

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

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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: Gettysburg 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?

- 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 31, 2020

Pandemic Team

The district assembled a pandemic response team.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Jason Perrin	Organizational Leadership	Development/Response
Chris Lay	Teaching and Learning	Development/Response
Belinda Wallen	Health and Safety-Finance	Development/Response
Tam McConaghy	Student/Staff Health and Safety	Development/Response
Wayne Crosby	Health and Safety-Facilities	Development/Response
Brandi-Glenn Akers	Student/Staff Health and Safety	Development/Response

Cleaning, Sanitizing, Disinfecting, and Ventilation

Facilities; composed of maintenance and custodial staff, are responsible for cleaning, sanitizing, and maintaining all District facilities. The District maintains a regular cleaning schedule, training protocols, and cleaning methods that are followed by each staff member. The District will continue to utilize resources, like the Centers for Disease Control, for guidance on cleaning strategies and cleaning frequency. To aid in the process of disinfecting buildings and school vehicles the District is purchasing additional supplies and equipment to meet the goals of the Return to School plan.

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)
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<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>Disinfect Public / High Touch Areas – 4 Times a Day</p>	<p>Disinfect Public / High Touch Areas – 4 Times a Day</p>	<p>Head Custodian</p>	<p>Approved COVID19 Cleaning and Sanitizing supplies</p>	<p>Y</p>
	<p>Disinfect Classrooms – 2 times a day at a minimum</p>	<p>Disinfect Classrooms – 2 times a day at a minimum</p>	<p>Head Custodian</p>	<p>Approved PPE</p>	
	<p>Disinfect Restrooms - High Touch Surfaces – 4 Times a Day Clean & Disinfect Cafeteria – After each Lunch / Breakfast Shift Disinfect Healthroom - 4 Times a Day - As needed based on student visits</p>	<p>Disinfect Restrooms - High Touch Surfaces – 4 Times a Day Clean & Disinfect Cafeteria – After each Lunch / Breakfast Shift Disinfect Healthroom - 4 Times a Day - As needed based on student visits</p>	<p>Head Custodian</p>		
	<p>Extended run times for HVAC systems</p>	<p>Extended run times for HVAC systems</p>	<p>Head Custodian</p>		
	<p>Transportation Vehicles will be thoroughly disinfected after both morning and afternoon routes. High Touch areas on vehicles and car seats and seatbelts in vans will be disinfected between routes.</p>	<p>Transportation Vehicles will be thoroughly disinfected after both morning and afternoon routes. High Touch areas on vehicles and car seats and seatbelts in vans will be disinfected between routes</p>	<p>Facilities Maintenance</p>		
	<p>Playground Area(s):</p>	<p>Playground Area(s):</p>	<p>Bus / Van Drivers</p>		
	<p>Clean and disinfect plastic and metal playground equipment, particularly high-touch surfaces such as railings, handles, etc., after each cohort's use</p>	<p>Clean and disinfect plastic and metal playground equipment, particularly high-touch surfaces such as railings, handles, etc., after each cohort's use</p>	<p>Transportation Contractors</p>	<p>Approved COVID19 Cleaning and Sanitizing supplies</p>	<p>Y</p>
<p>Have students and staff wash their hands or use hand sanitizer,</p>	<p>Have students and staff wash their hands or use hand sanitizer,</p>	<p>Building Administrators</p>	<p>Approved COVID19 Cleaning and Sanitizing supplies</p>	<p>Y</p>	

	<p>before and after being on playgrounds.</p> <p>Reinforce physical distancing of at least 6 feet during playground play.</p> <p>Limit the size of groups using the playground at any one time.</p> <p>Hand sanitizer stations will be made accessible to students using the playground</p>	<p>before and after being on playgrounds.</p> <p>Reinforce physical distancing of at least 6 feet during playground play.</p> <p>Limit the size of groups using the playground at any one time.</p> <p>Hand sanitizer stations will be made accessible to students using the playground</p>			
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>When feasible (weather permitting) buses will keep windows and roof air vents open to provide ventilation.</p>	<p>When feasible (weather permitting) buses will keep windows and roof air vents open to provide ventilation.</p>	<p>Bus Drivers</p>	<p>Approved COVID19 Cleaning and Sanitizing supplies</p>	<p>Y</p>

Social Distancing and Other Safety Protocols

Classrooms will be physically organized with 6 feet spacing between desks. When social distancing is not possible students and staff will be required to wear face coverings. Use of communal spaces will be limited. Professional development on social distancing and other safety protocols will be provided for our staff. Students will receive instruction regarding best hygiene practices.

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	<p>Rooms will be cleared of unnecessary furniture and arranged in a way that allows for social distancing to take place to the greatest extent feasible.</p> <p>Students will have an assigned seat to minimize cross contamination.</p>	<p>Rooms will be cleared of unnecessary furniture and arranged in a way that allows for social distancing to take place to the greatest extent feasible.</p> <p>Students will have an assigned seat to minimize cross contamination.</p>	Building Administrator/Teacher/Custodial Staff	Disinfectant Spray and towels for classrooms, hand sanitizer, wipes	
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	<p>Stagger the use of the cafeteria and other congregate settings.</p> <p>If the cafeteria is used for meal consumption, students will be seated in a way to provide 6 feet of separation to minimize risk.</p>	<p>Stagger the use of the cafeteria and other congregate settings.</p> <p>If the cafeteria is used for meal consumption, students will be seated in a way to provide 6 feet of separation to minimize risk.</p>	<p>Building Administrator</p> <p>Food Service Director</p>		

	<p>If unable to use the cafeteria, meals will be delivered to and served within the classroom</p> <p>If needed, limit the number of food choices</p> <p>When practical, encourage the use of our outdoor areas for eating</p>	<p>If unable to use the cafeteria, meals will be delivered to and served within the classroom</p> <p>If needed, limit the number of food choices</p> <p>When practical, encourage the use of our outdoor areas for eating</p>			
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Frequent handwashing and use of sanitizer (ex.morning, before, lunch, after lunch, and after restroom use.)</p> <p>Hand sanitizing stations will be made available throughout the building</p> <p>Teach Students to cover coughs and sneezes with their elbows. Verbally reinforce proper hygiene</p>	<p>Frequent handwashing and use of sanitizer (ex.morning, before, lunch, after lunch, and after restroom use).</p> <p>Hand sanitizing stations will be made available throughout the building</p> <p>Teach Students to cover coughs and sneezes with their elbows. Verbally reinforce proper hygiene</p>	<p>Building Administrator Teachers Nurse</p>	<p>Hand Sanitizer Soap</p>	<p>Y</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Post student friendly signs in the office, restrooms, hallways, and classrooms.</p>	<p>Post student friendly signs in the office, restrooms, hallways, and classrooms.</p>	<p>Building Administrator</p>	<p>Signs</p>	<p>N</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>All visitors and volunteers will remain in the office or restricted area.</p>	<p>All visitors and volunteers will remain in the office or restricted area.</p>	<p>Building Administrator</p>		<p>N</p>

	Visitors and volunteers will wear face coverings at all times, unless in an environment where no one else is present. See staff memo for complete protocol.	Visitors and volunteers will wear face coverings at all times, unless in an environment where no one else is present. See staff memo for complete protocol.			
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	<p>Stagger the use of the recess and other congregate settings. Students will be spread out during any/all activities.</p> <p>Limit recreation areas to open spaces.</p> <p>PE equipment will be disinfected to limit cross-contamination after each class</p> <p>Recess equipment, if used, will be disinfected to limit cross-contamination. Select and provide safe opportunities for students to exercise. Consider the following: Physical proximity of players, amount of touching of shared equipment, ability to engage in social distancing while not engaged in active play, engagement of students at higher risk, amount of students, possible self-contained or individual exercise alternatives.</p>	<p>Stagger the use of the recess and other congregate settings. Students will be spread out during any/all activities.</p> <p>Limit recreation areas to open spaces.</p> <p>PE equipment will be disinfected to limit cross-contamination after each class</p> <p>Recess equipment, if used, will be disinfected to limit cross-contamination. Select and provide safe opportunities for students to exercise. Consider the following: Physical proximity of players, amount of touching of shared equipment, ability to engage in social distancing while not engaged in active play, engagement of students at higher risk, amount of students, possible self-contained or individual exercise alternatives.</p>	<p>Building Administrator</p> <p>PE Staff/Custodians</p> <p>Teachers/Custodians</p> <p>Teachers</p>	<p>Cleaning and disinfectant supplies</p> <p>Hand Sanitizer</p> <p>Mesh bags for recess equipment such as soccer balls</p>	N

Limiting the sharing of materials among students	<p>Clean and disinfect shared items to prevent cross-contamination.</p> <p>Ensure all students' individual manipulatives, belongings, etc. are stored in a self contained manner.</p> <p>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: including but not limited to the following: textbooks that are shared; technology; art supplies; PE equipment, and other instructional materials/equipment.</p> <p>Classroom furniture will be disinfected to prevent cross contamination after each class</p> <p>1:1 devices K-12</p>	<p>Clean and disinfect shared items to prevent cross-contamination.</p> <p>Ensure all students' individual manipulatives, belongings, etc. are stored in a self contained manner.</p> <p>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: including but not limited to the following: textbooks that are shared; technology; art supplies; PE equipment, and other instructional materials/equipment.</p> <p>Classroom furniture will be disinfected to prevent cross contamination after each class</p> <p>1:1 devices K-12</p>	<p>Teachers</p> <p>Teachers</p> <p>Teachers/principals</p> <p>Faculty/Staff/Students</p> <p>Tech Director/principals/teachers</p>		N
Staggering the use of communal spaces and hallways	<p>Students will be permitted to buy a grab 'n go breakfast on their way into the buildings and eat in the classroom.</p> <p>Students will either eat lunch in the classrooms or in the cafe on a rotating basis to reduce the</p>	<p>Students will be permitted to buy a grab 'n go breakfast on their way into the buildings and eat in the classroom.</p> <p>Students will either eat lunch in the classrooms or in the cafe on a rotating basis to reduce the</p>	<p>Cafeteria Staff, teachers, students</p>	<p>Physical markers (to be utilized to guide students/staff in maintaining appropriate spacing in hallways, restrooms, and other areas where</p>	N

	<p>numbers in large, communal spaces.</p> <p>When using the cafeteria for lunch (secondary) students will face the same direction and be socially distanced.</p> <p>Students/Staff will wear face coverings in hallways, restrooms and all other areas where social distancing is not possible.</p> <p>One way traffic patterns will be encouraged.</p>	<p>numbers in large, communal spaces.</p> <p>When using the cafeteria for lunch (secondary) students will face the same direction and be socially distanced.</p> <p>Students/Staff will wear coverings in hallways, restrooms and all other areas where social distancing is not possible.</p> <p>One way traffic patterns will be encouraged.</p>		social distancing is not possible.)	
Adjusting transportation schedules and practices to create social distance between students	<p>Transportation schedules will be adjusted and routes created so that no more than 2 students will be in a seat and required to wear a face covering.</p> <p>No bus passes will be issued for students to ride a different bus.</p>	<p>Transportation schedules will be adjusted and routes created so that no more than 2 students will be in a seat and required to wear a face covering.</p> <p>No bus passes will be issued for students to ride a different bus.</p>	Coordinator of Transportation and principals		N
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p>Students would remain in one classroom (elementary/middle) with the same group of students for most classes to limit the number of students in the hallways and restrict interactions between groups of students. Large spaces will be utilized for instruction to ensure 6 feet distance between students.</p>	<p>Students would remain in one classroom (elementary/middle) with the same group of students for most classes to limit the number of students in the hallways and restrict interactions between groups of students. Large spaces will be utilized for instruction to ensure 6 feet distance between students.</p>	Building Principals and Teachers		N

	<p>Limiting the number of contacts with others (cohorting students)</p> <p>Students K-5 will attend in-person instruction Monday - Thursday. Students 6-12 will alternate between in-person instruction and remote learning. All students will attend remote learning on Fridays.</p> <p>Individualized schedules for secondary students will inevitably lead to more transitions and regrouping. In such cases, care will be taken to continually maintain separation of students by limiting the number of students in any given area.</p>	<p>Limiting the number of contacts with others (cohorting students)</p> <p>Students K-5 will attend in-person instruction Monday - Thursday. Students 6-12 will alternate between in-person instruction and remote learning. All students will attend remote learning on Fridays.</p> <p>Individualized schedules for secondary students will inevitably lead to more transitions and regrouping. In such cases, care will be taken to continually maintain separation of students by limiting the number of students in any given area.</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>Communication with all local childcare centers regarding changes to include: change of routes, 2 students per seat, and revised hours of operation.</p>	<p>Communication with all local childcare centers regarding changes to include: change of routes, 2 students per seat, and revised hours of operation</p>	<p>Coordinator of Transportation</p> <p>Coordinator of Educational Services</p>		<p>N</p>
<p>Other social distancing and safety practices</p>	<p>Replace assemblies or special events with virtual events and/or outdoor events if possible Events will be live streamed when possible</p>	<p>Replace assemblies or special events with virtual events and/or outdoor events if possible Events will be live streamed when possible.</p>	<p>Building Administrator Facilities Director</p>		<p>N</p>

	<p>Outside groups are restricted from using District facilities</p> <p>Playground Area(s):</p> <p>Cohort students and limit the size of groups using the playground at any one time.</p> <p>Reinforce physical distancing during playground play to the extent possible.</p> <p>Have students and staff wash their hands or use hand-sanitizer before and after being on the playground.</p>	<p>Outside groups are restricted from using District facilities</p> <p>Playground Area(s):</p> <p>Cohort students and limit the size of groups using the playground at any one time.</p> <p>Reinforce physical distancing during playground play to the extent possible.</p> <p>Have students and staff wash their hands or use hand-sanitizer before and after being on the playground.</p>	<p>Building Administrator</p>	<p>Approved COVID19 Cleaning and Sanitizing supplies</p>	<p>N</p>
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Monitoring Student and Staff Health

The district will implement protocols to provide appropriate safeguards to prevent and mitigate the spread of infectious disease. This will include procedures for the prompt dismissal of symptomatic individuals and a standard set of requirements for individuals to return to school or work.

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	Staff: Daily digital screening process Students: Home temperature and symptom screening by guardians	Staff: Daily digital screening process Students: Home temperature and symptom screening by guardians	Staff: Human Resources Students: Student Services Director/Nurse Department	Thermometers for families in need	N
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	Staff: If COVID-19 symptoms are present, staff will notify the supervisor and immediately leave to go home. Students: If COVID-19 symptoms are present, a face covering should be promptly worn. Students will go to the nurse's office. Students with symptoms will be sent home immediately.	Staff: If COVID-19 symptoms are present, staff will notify the supervisor and immediately leave to go home. Students: If COVID-19 symptoms are present, a face covering should be promptly worn. Students will go to the nurse's office. Students with symptoms will be sent home immediately.	Students: Student Services Director/ Nurse Department	Gloves, masks, face shields, scrubs	Y- nurses
* Returning isolated or quarantined staff, students, or visitors to school	Students, staff & visitors: Follow PA Department of Health guidance along with your PCP (primary care physician). District administration will follow its practices and protocols already in place	Students, staff & visitors: Follow PA Department of Health guidance along with your PCP (primary care physician). District administration will follow its practices and protocols already in place	Staff: Human Resources Students: School Administration	Coordination and communication with local DOH	N

Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	GASD will immediately notify appropriate staff, families and the public based on DOH guidance.	GASD will immediately notify appropriate staff, families and the public based on DOH guidance.	Communications Coordinator	Coordination and communication with local DOH	N
Other monitoring and screening practices	Build in time in the school day to provide regular, consistent reminders about the importance of handwashing and other infectious disease preventive measures. DOH will provide direction and guidance for specific contact tracing in the event of a confirmed case.	Build in time in the school day to provide regular, consistent reminders about the importance of handwashing and other infectious disease preventive measures. DOH will provide direction and guidance for specific contact tracing in the event of a confirmed case.	School administration	Coordination and communication with local DOH	N

Other Considerations for Students and Staff

The district will make every effort to protect all students and staff, including those who are at a higher risk of severe illness. Face covering guidelines will be followed using the latest information and recommendations from local, state and federal officials.

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	Protecting students and staff who are at higher risk for severe illness will be handled on a case-by-case basis, based on current health guidance.	Protecting students and staff who are at higher risk for severe illness will be handled on a case-by-case basis, based on current health guidance.	School Nurses/ Building Administrators/ Human Resources	As needed	N

<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>Face covering guidelines as issued from time to time by the State Department of Health or Department of Education will be followed. At a minimum, teachers and staff must use face coverings in the following situations: Arrival and dismissal duties, cafeteria/lunch duties, small group instruction at a table, one-on-one instruction or assessment, anytime one is less than 6 feet from other people, when entering an office or other workspace occupied by other individuals.</p> <p>Nurses will be provided and required to wear N95 masks.</p>	<p>Face covering guidelines as issued from time to time by the State Department of Health or Department of Education will be followed. At a minimum, teachers and staff must use face coverings in the following situations: Arrival and dismissal duties, cafeteria/lunch duties, small group instruction at a table, one-on-one instruction or assessment, anytime one is less than 6 feet from other people, when entering an office or other workspace occupied by other individuals.</p> <p>Nurses will be provided and required to wear N95 masks.</p>	<p>Human Resources</p>	<p>Masks, N95 masks, and shields</p>	<p>N</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>Face covering guidelines as issued from time to time by the State Department of Health or Department of Education will be followed. Students will be required to wear face coverings at all times, with exceptions when students are at least 6 feet apart and as required by law. Students will be encouraged to bring their own face coverings, however, the district will make face coverings available</p>	<p>Face covering guidelines as issued from time to time by the State Department of Health or Department of Education will be followed. Students will be required to wear face coverings at all times, with exceptions when students are at least 6 feet apart and as required by law. Students will be encouraged to bring their own face coverings, however, the district will make face coverings available</p>	<p>Building Administrators</p>	<p>Masks and shields</p>	<p>N</p>
<p>Unique safety protocols for students with complex needs or</p>	<p>Establish safety protocols based on the premise of limiting sharing of materials, sanitizing materials after use and establishing</p>	<p>Establish safety protocols based on the premise of limiting sharing of materials, sanitizing materials after use and establishing</p>	<p>School Nurses/ Building Administrators</p>	<p>As needed</p>	<p>N</p>

<p>other vulnerable individuals</p>	<p>alternate procedures. The district recognizes that extra precautions will be taken to ensure the safety and wellbeing of these students; including, but not limited to additional mental health supports and resources available for students and staff. The district will offer online learning.</p> <p>Provide trauma-informed training to all staff.</p>	<p>alternate procedures. The district recognizes that extra precautions will be taken to ensure the safety and wellbeing of these students; including, but not limited to additional mental health supports and resources available for students and staff. The district will offer online learning.</p> <p>Provide trauma-informed training to all staff.</p>	<p>School counselors/School Social Worker/Outside agencies</p>	<p>EAP/Neurologic/ESS/TrueNorth</p>	<p>Y</p>
<p>Strategic deployment of staff</p>	<p>The district will be prepared to provide an alternative plan to provide coverage when needed.</p> <p>Continued education in prevention of COVID-19 by wearing face coverings, social distancing and hand washing.</p> <p>All staff will be required to complete online COVID-19 training through SafeSchools.</p>	<p>The district will be prepared to provide an alternative plan to provide coverageContinued education in prevention of COVID-19 by wearing face coverings, social distancing and hand washing.</p> <p>All staff will be required to complete online COVID-19 training through SafeSchools.</p>	<p>Human Resources/District Administration</p>	<p>As needed</p>	<p>N</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
Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students	Facilities Staff	Dianne Weikert, Supervisor of Custodians	In person/Virtual	Presentation	6/15/20	Ongoing
Cleaning, sanitizing, disinfecting, and ventilation practices	Facilities Staff	Dianne Weikert, Supervisor of Custodians	In person/Virtual	Presentation	6/15/20	Ongoing
Transportation Vehicles Disinfecting Procedures	Transportation Contractors / Drivers	Bill Bowling, Transportation Coordinator	In person/Virtual	Presentation	8/01/20	Ongoing
Hygiene practices for students and staff	All Students and Staff	Building Administrators	In person/Virtual	Presentation	6/15/20	Ongoing
Isolating or quarantining students, staff, or visitors	Nurses	Coordinator of Educational Services Nurse Department Head	In person	Individual building plans regarding isolation space	8/17/20	8/21/20
Trauma-informed training	All district employees	Coordinator of Educational Services	Virtual	Individual building plans for small groups	8/19/20	Ongoing
Blended/Remote Learning	K-12 Teachers/Staff	Instructional Technology Director Instructional Coaches	Virtual	Presentation/Coaching	8/19/20	Ongoing

Health and Safety Plan Communications

The following illustrates key communication to and from stakeholder groups:

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Community Survey on Re-Opening (First Survey)	Families	Andrew Robinson, Communications Coordinator	Email, text and mobile app	June 12, 2020	June 19, 2020
Progress Update /Board Meeting	Community	Dr. Jason Perrin, Superintendent & Andrew Robinson, Communications Coordinator	Presentation	July 16, 2020	July 16, 2020
Staff Survey	Staff	Tamela McConaghy, Human Resources Coordinator & Andrew Robinson, Communications Coordinator	Email, text and mobile app	July 15, 2020	July 26, 2020
Planning Group Work/Focus Groups	Community & Staff	Pandemic Response Team	Focus Groups	July 22, 2020	July 26, 2020
Community Survey on Re-Opening (Second Survey)	Families	Dr. Jason Perrin, Superintendent & Andrew Robinson, Communications Coordinator	Email, text and mobile app	July 19, 2020	July 24, 2020
Final Plan Approval by Board	Community	Administrative Team	Email, text and mobile app	August 3, 2020	August 3, 2020

Health and Safety Plan Summary: Gettysburg Area School District

Anticipated Launch Date: August 31, 2020

Facilities; composed of maintenance and custodial staff, are responsible for cleaning, sanitizing, and maintaining all District facilities. The District maintains a regular cleaning schedule, training protocols, and cleaning methods that are followed by each staff member. The District will continue to utilize resources, like the Centers for Disease Control, for guidance on cleaning strategies and cleaning frequency. To aid in the process of disinfecting buildings and school vehicles the District is purchasing additional supplies and equipment to meet the goals of the Return to School plan.

Students K-5 will attend in-person instruction Monday - Thursday. Students 6-12 will alternate between in-person instruction and remote learning. All students will attend remote learning on Fridays. Classrooms will be physically organized with 6 feet spacing between desks. When social distancing is not possible students and staff will be required to wear face coverings. Use of communal spaces will be limited. Professional development on social distancing and other safety protocols will be provided for our staff. Students will receive instruction regarding best hygiene practices.

The district will implement protocols to provide appropriate safeguards to prevent and mitigate the spread of infectious disease. This will include procedures for the prompt dismissal of symptomatic individuals and a standard set of requirements for individuals to return to school or work.

The district will make every effort to protect all students and staff, including those who are at a higher risk of severe illness. Face covering guidelines will be followed using the latest information and recommendations from local, state and federal officials.

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)	See detailed strategies, policies and procedures above.

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none">* 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 <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>See detailed strategies, policies and procedures above.</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>	
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Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * 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 visitors to school <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>See detailed strategies, policies and procedures above.</p>

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Protecting students and staff at higher risk for severe illness 	<p>See detailed strategies, policies and procedures above.</p>

*** 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

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Gettysburg Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on August 5, 2020.

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: **August 5, 2020**

By:

(Signature of Board President)*

(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.