

Rose Tree Media School District Reopening Health and Safety Plan

The development of this plan was created through multiple Response Team Work Groups in the areas of Curriculum and Instruction, Health and Safety, Transportation, Facilities, Social and Emotional Learning Needs, Technology, Student Services and Special Education, and Financial Resources. Response teams consisted of administrators from across the organization, nurses, teachers, counselors, facilities and transportation personnel, and parent physician and public health representatives. Recommendations from the Chester County Health Department, WHO World Health Organization), CDC (Centers for Disease Control), AAP (American Academy of Pediatrics), CHOP Policy Lab, and PDE (Pennsylvania Department of Education) guided the development of key strategies and procedures. Parent survey data was reviewed to help inform planning. The pandemic co-chairs and the pandemic team members will be the overseers of the finalized Health and Safety plan. The Co-chairs and team goals are to: 1) Review the final Health and Safety plan; 2) Trouble shoot issues as they arise during implementation; 3) Revise the Health and Safety plan as needed; and 4) Monitor the implementation of the plan. At the time of the development of this plan, , SickKids Recommendations for School Reopening, Pennsylvania Department of Education [PDE] Guidance, the World Health Organization (WHO)and the CDC to address requirement area as per the direction of the PDE. The Chester County Health Department will serve as a resource/consultant to schools (Jeanne Casner, MPH, PMP, County Public Health Director).

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Health and Safety Plan: **Rose Tree Media 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

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

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): 10/2/2020

The District will continue to monitor metrics regarding local incidence and positivity rates in collaboration with the Chester County Health Department and will move towards the blended model of reopening when supported by the metrics contained in the PDE/DOH Guidance issued on August 10, 2020 entitled, "Recommendations for Instructional Model Decision Making During COVID-19", as well as the Chester County Health Department Guidance issued on August 14th, 2020 entitled "School Guidance 08/14/20".

Pandemic Coordinator/Team

The PDE Health and Safety Plan requires the identification of a pandemic coordinator or co-coordinators as well as pandemic team members, the stakeholder group they represent, and the specific role they will play in planning and implementation the Health and Safety Plan. Individuals who participated in the development of the Health and Safety Plan are listed below as well as their Pandemic Team Roles and Responsibilities as defined below:

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

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Eleanor DiMarino-Linnen, PhD	All students and staff in RTMSD; RTMSD, Board of Directors.	Pandemic Team Co-coordinator-Both
Ralph Harrison	All students and staff in RTMSD	Pandemic Team Co-coordinator- Health and Safety Plan Development
William Dougherty	All students and staff in RTMSD	Curriculum & Instruction-Both
Alexis Azeff	Faculty and students at middle school level	Curriculum and Instruction- Health and Safety Plan Development
Britt Rago	Faculty and students at middle school level	Curriculum and Instruction- Health and Safety Plan Development
Christine Maguire	Faculty and students at middle school level	Curriculum and Instruction- Health and Safety Plan Development
Mark Homan	Faculty(social studies) and students at middle school level	Curriculum and Instruction- Health and Safety Plan Development
Mary Sycz	Faculty (Art) and students at middle school level	Curriculum and Instruction- Health and Safety Plan Development
Joseph Fisher	Faculty (music) and students at middle school level	Curriculum and Instruction- Health and Safety Plan Development

Ben Norris	Faculty (PE/Health) and students at middle school level	Curriculum and Instruction- Health and Safety Plan Development
Susan Howe	Counselors, K-12, staff, and students	Curriculum and Instruction- Health and Safety Plan Development
Sharon Williams	Faculty (communication) and students at middle school level	Curriculum and Instruction- Health and Safety Plan Development
Carly Dillon	Faculty (English) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Dana Martinsen	Faculty (Math) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Greg Jacobs	Faculty (Science) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Ben Danson	Faculty (Social Studies) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Concetta Mattioni	Faculty (Art) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Craig Snyder	Faculty (Music) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Brian Savistki	Faculty (PE/Health) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Steve Mescanti	Faculty (Technology) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Kimberly Riviere	Faculty (World Language) and students at high school level	Curriculum and Instruction- Health and Safety Plan Development
Katherine Skinner	Special Education teachers and students, high school level	Curriculum and Instruction- Health and Safety Plan Development
Jenny Robinson	Administration, students, and staff at the elementary level	SEL Chair- Health and Safety Plan Development
Devin Layton	Administration, students, and staff at the middle school level	SEL- Middle School;
Dave Stango	Administration, students, and staff at the high school level	SEL-High School

Ken Curran	Psychologists, K-12 students and families	SEL-Secondary Psychologist: Health and Safety Plan Development
Amy Matijasich	Psychologists, K-12 students and families	SEL-Elementary Psychologist: Health and Safety Plan Development
Ada Ponipom	Elwyn Community Partnership, high school students and families	SEL- Community Psychologist: Health and Safety Plan Development
Jeremy Graham	Elwyn Community Partnership, middle school students and families	SEL- Community Psychologist: Health and Safety Plan Development
Bernadette Dacanay	Social Worker, K-12 students and families	SEL- Health and Safety Plan Development
Ron Baldino	Administration, students, and staff in RTMSD	Facilities, Chair- Health and Safety Plan Development
Anthony Bonsari	Facilities Foreman, students, and staff in RTMSD	Facilities- Health and Safety Plan Development
Mondo Ragni	Facilities Foreman, students, and staff in RTMSD	Facilities- Health and Safety Plan Development
Mike Price	Facilities Foreman, students, and staff in RTMSD	Facilities- Health and Safety Plan Development
John Collins	Facilities Foreman, students, and staff in RTMSD	Facilities- Health and Safety Plan Development
Greg Bost	Facilities Foreman, students, and staff in RTMSD	Facilities- Health and Safety Plan Development
Bob Neiss	Facilities Foreman, students, and staff in RTMSD	Facilities- Health and Safety Plan Development
Frances Garner	Administration, students, and staff in RTMSD	Special Education, Chair- Health and Safety Plan Development
Michelle Britton	Administration, students, and staff in RTMSD at the middle school level	Special Education- Health and Safety Plan Development
Joe Fuhr	Administration, students, and staff in RTMSD at the high school level	Special Education- Health and Safety Plan Development

Kim Lacoste	Administration, special education students, and staff in RTMSD at the secondary level	Special Education- Health and Safety Plan Development
Bonnie Keiles	Administration, special education students, and staff in RTMSD at the elementary level	Special Education- Health and Safety Plan Development
Tiffany Orrin	Administration, special education , students, and staff in RTMSD at the secondary level	Special Education- Health and Safety Plan Development
Josh Mattson	Psychologist, K-12 students and families	Special Education- Health and Safety Plan Development
Megan Pashley	Psychologist, K-12 students and families	Special Education- Health and Safety Plan Development
John Reid	Administration, students, and staff in RTMSD at the elementary level	Special Education- Health and Safety Plan Development
Charles Jacien	Special Education faculty, students, and families- Elementary	Special Education- Health and Safety Plan Development
Lauren DeMarco	Special Education faculty, students, and families- Elementary	Special Education- Health and Safety Plan Development
Stacy McMorro	Special Education faculty, students, and families- Elementary	Special Education- Health and Safety Plan Development
Ryan Lewis	Special Education faculty, students, and families- Elementary	Special Education- Health and Safety Plan Development
Annie Neff	Special Education faculty, students, and families- Middle School	Special Education- Health and Safety Plan Development
Sue Hemenway	Special Education faculty, students, and families- Middle School	Special Education- Health and Safety Plan Development
Kristin Hartner	Nurses, students, and staff in RTMSD	Health and Safety, Chair-Both
Dr. Robert Sing	School Physician, families, students, staff in RTMSD	Health and Safety,-Both
Dr. Deborah Kahal	Parents and students	Health and Safety-Plan Development

Dr. David Kleiman	Parents and students	Health and Safety-Plan Development
Lora Seigmann Werner	Parents and students	Health and Safety-Plan Development
Bridget Hefferan	Nurses, students, and staff in RTMSD	Health and Safety, -Both
Elizabeth Bittner	Nurses, students, and staff in RTMSD	Health and Safety,-Both
Amy Lenton	Nurses, students, and staff in RTMSD	Health and Safety,-Both
Helen LaRose	Nurses, students, and staff in RTMSD	Health and Safety,-Both
Alisa Herman-Liu	Nurses, students, and staff in RTMSD	Health and Safety,-Both
Casey Cohen	Administration, students and staff in RTMSD	Technology- Health and Safety Plan Development
Evan O'Neill	Students, teachers, and staff (technology)	Technology- Health and Safety Plan Development
Deanna Stephen	Students, teachers, and staff (technology)	Technology- Health and Safety Plan Development
Bonnie Kinsler	Administration, transportation personnel, students and families in RTMSD	Transportation- Health and Safety Plan Development
Donna Simpson	Administration, transportation personnel, students and families in RTMSD	Transportation- Health and Safety Plan Development
Vanessa Scott	Administration, community	Financial Resources- Health and Safety Plan Development
Heather Hogan	Administration, food service employees in RTMSD, students, and families	Food Services- Health and Safety Plan Development
Tom Hauptert	Administration, employees in RTMSD	Personnel/Staffing Resources, Chair- Health and Safety Plan Development
Eric Bucci	Administration, students, and staff at the elementary level	Personnel/Staffing Resources- Health and Safety Plan Development

Sean Hobdell	RTMEA teachers	Personnel/Staffing Resources- Health and Safety Plan Development
Vickie Blair	RTMSD Support Staff Personnel	Personnel/Staffing Resources- Health and Safety Plan Development
Fred Chazin	RTMSD transportation, custodial, and maintenance personnel	Personnel/Staffing Resources- Health and Safety Plan Development
Tom Kelly, Esq.	Board Solicitor, RTMSD School Board	Personnel/Staffing Resources/Policy- Health and Safety Plan Development

Key Strategies, Policies, and Procedures

PDE requires each organization to develop a Health and Safety Plan that describes key strategies, policies, and procedures under the categories of Cleaning, Sanitizing, Disinfecting, and Ventilation; Social Distancing and Other Safety Protocols; Monitoring Student and Staff Health; Other Considerations for Students and Staff; Health and Safety Plan Professional Development; and Health and Safety Plan Communication. A Health and Safety Plan Summary is also provided.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Summary: RTMSD’s Response Team consists of the Supervisor of Maintenance and Operations, Facilities Foreman from each school building, and the Director of Management Services. Through planning meetings and building walk-throughs, the team developed sanitation, cleaning, disinfecting, and ventilation protocols for each building, including the Education Center. All buildings underwent a deep cleaning and disinfecting prior to any staff member or students returning to the buildings. HVAC systems and ventilation systems were reviewed by HVAC district personnel and the Supervisor of Maintenance and Operations in consultation with Johnson Controls, LLS. Scheduling protocols for cleaning/disinfecting of high touch areas, common areas such as bathrooms, nurses office, buses, and student desks/seats have been established. Areas requiring plexiglass for protection of students or staff were identified and plexiglass will be installed by mid-August. Additional bottle fillers, hand sanitizer stations, sanitizing wipes, and additional hydrostatic sprayers were also ordered with a delivery by mid-August. In consultation with Environmental Controls, LLC, all products were vetted to ensure that they were compliant with OSHA, EPA Approved, and effective against COVID-19. Training on procedures and protocols will be conducted by Environmental Controls, LLC and held for all staff prior to the return of students. Fidelity to cleaning processes and procedures throughout the school year will be supervised by the facility foreman and the Supervisor of Maintenance and Operations.

Requirements	Action Steps under Yellow Phase or Blended Learning Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<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>Same as in Green Phase</p>	<ul style="list-style-type: none"> • Clean visibly dirty surfaces with soap and water prior to disinfecting. • Using disposable gloves, sanitize and disinfect high-touch surfaces (door/sink handles, handrails, light switches, desks at the secondary level, bathrooms, fountains, sensory room, shared materials) and objects (staplers, copiers, phones, keyboards, coolers, gym equipment) within the school several times daily. • Provide sanitizing wipes for between use of shared office and classroom items. • Clean and sanitize buses in between runs and at the end of the day. • Daily use of hydrostatic sprayer for cleaning of large areas and surfaces (bathrooms, classrooms, cafeteria). • Disinfection products will be EPA and OSHA approved and effective against COVID-19. • Make hand sanitizer available in common areas, hallways, and classrooms where sinks for handwashing are not available. • Provide continuous reminders/education about hand washing/sanitation. • Staff and students wash hands before and after lunch/snacks. • Use personal water bottles from home and bottle fillers where possible. 	<ul style="list-style-type: none"> • Facility foreman, head custodians, and Supervisor of Maintenance and Operations are responsible for ensuring fidelity to cleaning, sanitizing, and disinfecting protocols. 	<ul style="list-style-type: none"> • RTMSD utilizes EPA Approved Disinfectants for use against COVID-19. The list of approved products has been compiled by the District’s contracted consultant, Environmental Control Systems Inc., from the most recent “Chemical Right to Know” Inspection. • All custodians will have proper PPE including masks, gowns, and gloves. • Products have been ordered for sanitizing and disinfecting. • Plexiglass has been ordered and will be installed by mid-August where needed. • Ordering of PPE for other members of the organization are being coordinated with other response teams (C/I, Health/Safety, Special Education, Transportation). 	<p>Yes</p> <p>PD will be required for proper cleaning, sanitizing, and disinfecting of facilities for custodial staff .</p> <p>PD will be provided to all staff regarding cleaning protocols and procedures for increased personal hygiene and environmental hygiene.</p>

Requirements	Action Steps under Yellow Phase or Blended Learning Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Same as in Green Phase</p>	<ul style="list-style-type: none"> • Conduct outside routine cleaning and disinfecting of playground equipment. • Ensure ventilation systems operate properly and increase circulation of outdoor air by opening windows and doors when possible. Change filters regularly. • Add plexiglass strategically in areas to maintain appropriate separation of space. Clean and disinfect plexiglass regularly. • When someone in the school develops COVID-19 symptoms, or tests positive for COVID-19: <ul style="list-style-type: none"> • The building does not need to be evacuated. • Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting. • Wait at least 24 hours before cleaning and disinfecting. If not feasible, wait as long as possible. If seven days have passed since the individual was in the affected area, cleaning is not needed. <p>See CDC's guidance for cleaning and disinfecting for additional information.</p>	<ul style="list-style-type: none"> • Facility foreman, head custodians, and Supervisor of Maintenance and Operations are responsible for ensuring fidelity to cleaning, sanitizing, and disinfecting protocols. • District maintenance personnel and Supvr. of Maintenance and Operations responsible for HVAC maintenance and ventilation. 	<ul style="list-style-type: none"> • Plexiglass has been ordered and will be installed by mid-August where needed. • Ordering of PPE for other members of the organization are being coordinated with other response teams (C/I, Health/Safety, Special Education, Transportation). 	<p>No</p>

Social Distancing and Other Safety Protocols

Key Questions

Summary: Classrooms and learning spaces are organized to allow for a minimum of 6 feet of physical distancing between individuals. Desks are arranged facing forward. Where necessary, tables have been replaced by individual desks. Communal spaces will adhere to 6 feet of social distancing including use of cafeterias with students seated in one side of the table or in a staggered formation as opposed to sitting directly across from each other. Use of other large spaces (LGI rooms, gyms, libraries) and staggered schedules will be used to de-densify the lunch period. Where practical, hallways are designated as one-directional at both elementary and secondary. Where not practical, hallways are designated as one-sided, one directional. Where practical, hallway passing schedules have been staggered and stairwells have been designated as one-directional to de-densify at the secondary level. Use of classroom spaces by different cohorts will involve cleaning and disinfection of seats and desks before the next class starting with the row of desks furthest from the classroom door to accommodate the entry of the first arriving students. When possible and safe and able to be secured, outdoor spaces, such as courtyards and playground surfaces will be utilized. Hygiene routines include frequent hand washing and use of hand sanitizers upon entering new learning spaces or communal spaces. Students will wash their hands before and after lunch. On buses, students will be seated with two students to a seat with siblings sharing a seat when possible. Multiple entrance points for bus arrival, car line, and bus dismissal will be utilized to de-densify congestion during these times as possible. Visitors and non-essential personnel will be restricted from accessing school buildings. All deliveries will be left at secure entrances. Essential personnel will complete the Prescreening Digital Symptom Checklist prior to entry which will be reviewed by the school nurse. All essential visitors will be required to wear a mask and maintain 6 feet of social distancing. Use of all indoor facilities by outside groups will not be allowed. Staff will be trained on distancing and hygiene protocols during August professional development days. Students will be trained on distancing and hygiene protocols through information sent home in August, explicitly reviewed the first day of school, and reinforced throughout the school year.

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p>Same as in Green Phase</p>	<ul style="list-style-type: none"> • Classroom/learning spaces will maximize separation and distancing to achieve 6 feet of separation. • Face masks are required for all students indoors throughout the day, including in classrooms, on buses, in hallways and stairwells, and at entry/dismissal. • Where possible cohort classes to minimize crossover. When not possible, desks and seats and high touch surfaces will be sanitized between classroom changes. • Maximize use of non-classroom space to increase physical distancing. • Turn desks to face in the same direction or have students sit on only one side of tables to limit face-to-face seating. • Limit activities in classrooms and other spaces that do not support physical distancing. • Enforce physical distancing in offices and staff lounges, and during staff meetings. • Limit large gatherings, events, and extracurricular activities to those that can maintain physical distancing. • Implement strategies to reduce the number of individuals in the hallways at one time including use one-way traffic patterns to include physical guides such as tape, for hallways passing and stairwells. • Monitor school to ensure staff or students do not commune 	<p>Building Principals; Teachers; Supervisor of Maintenance and Operations; Facility Foreman</p>	<p>Purchasing of individual desks to replace tables in kindergarten Rental of cargo boxes to store additional furniture at each building.</p>	<p>No</p>

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Same as in Green Phase</p>	<ul style="list-style-type: none"> • For meals, there will be an emphasis on grab-and-go with stations • Cafeteria use will be combined with use of other large spaces (library, gym, LGI) to maintain social distancing of students that allows for a minimum of 6 feet of separation among students and staff. • Seat students in a manner where they are not directly facing each other. • Use stickers to designate physically distanced seating positions. • Staff and students avoid sharing of food and utensils. 	<p>Building Principals; Facility Foreman; Food Service staff; Supervisor of Food Services</p>	<ul style="list-style-type: none"> • Signage stickers for physically distanced seating • Additional warmers and coolers for alternate spaces 	<p>No</p>

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Same as in Green Phase</p>	<ul style="list-style-type: none"> Wash hands/use hand sanitizer at the beginning and end of the day, when entering a room/area, before and after eating, after bathroom use and after using a tissue, sneezing, etc. Signage will be posted near sinks regarding proper handwashing For younger grades, teachers will model and supervise proper handwashing techniques Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). Encourage staff and students to cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If no tissue is available, sneeze into the elbow. Prohibit physical contact such as handshakes, fist-bumps, high-fives, etc. 	<p>Teachers; Custodians;</p>	<p>Sanitizer materials such as hand sanitizer, sanitizer dispensers, soap</p>	<p>Yes Faculty meeting with practices reviewed by school nurse</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Same as in Green Phase</p>	<ul style="list-style-type: none"> CDC approved posters are being printed at the Print Shop and will be posted throughout hallways, buses, and at entrances in each building. Posting of signs will occur in August. Posters and signage reflects proper hand washing, physical distancing, and face coverings. Verbal reminders through announcements are made daily. 	<p>Supervisor of Maintenance and Operations, Facility Foreman, Building Principals</p>	<p>Signs are being produced at the Print Shop</p>	<p>No</p>

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Identifying and restricting non-essential visitors and volunteers	Same as in Green Phase	<ul style="list-style-type: none"> • Visitors and non-essential personnel will be restricted from accessing school buildings. • All deliveries will be left at secure entrances • Essential personnel will complete a Prescreening Symptom Checklist prior to entry which will be reviewed by the school nurse. All essential visitors will be required to wear a mask and maintain 6 feet of social distancing • Use of all indoor facilities by outside groups will not be allowed. 	Building Principals; Director of Management Services; Supervisor of Maintenance and Facilities	<ul style="list-style-type: none"> • Communication through administration • Signs posted at entrances 	No
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	Same as in Green Phase	<ul style="list-style-type: none"> • Sporting activities will comply with PIAA rules/guidance and CDC Considerations for Youth Sports and will be communicated through a Youth Sports Health and Safety Plan. • Physical education curriculum and instructional practices will be modified for more individual physical education activities that allow for social distancing. • Clean and disinfect all shared equipment after each class. • Follow Chester County Health Department guidance for sports related activities. 	Building Principals; Health/PE teachers; Assistant Superintendent; Coaches	Curriculum and instructional modifications	Yes: PD time needed for Health/PE teachers to develop needed modifications to curriculum delivery and instructional practices
Limiting the sharing of materials among students	Same as in Green Phase	<ul style="list-style-type: none"> • Use of shared objects (classroom libraries, technology, physical education equipment, art supplies, manipulatives) should be limited or cleaned between use. • Keep each student's belongings separated through use of individual cubbies, lockers or specified areas. 	Building Principals; Teachers; Custodians	Consider buying more individual items to reduce shared materials such as individual whiteboards.	No

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Staggering the use of communal spaces and hallways	Same as in Green Phase	<ul style="list-style-type: none"> Hallways designated for one way use with the exception of hallway movement within grade level team classrooms at the middle school Designate stairwells as one directional where possible. Otherwise stagger use of stairwell for one-way directional use. 	Building Principals; Teachers	Directional signage	No
Adjusting transportation schedules and practices to create social distance between students	Same as in Green Phase	<ul style="list-style-type: none"> No more than 2 students in a seat on buses; Seat siblings together when possible. Face masks must be worn by students while on buses. Additional masks will given to bus drivers in the event a student boards the bus without a face covering. Face shields/masks must be worn by bus drivers when others are on the bus All riders are required to face forward throughout the route. Reserve the first seat for students who board the bus and look visibly ill, or for students who exhibit/express illness while in route. 	Director of Transportation; Bus drivers	<ul style="list-style-type: none"> Additional masks for students for emergency use Face shields provided to bus drivers 	Yes Review Symptom/Signs of COVID-19 with all drivers

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Same as in Green Phase	<ul style="list-style-type: none"> • Learning spaces will meet the 6 feet minimum for distancing. • Where possible cohort classes to minimize crossover. When not possible, desks and seats and high touch surfaces will be sanitized between classroom changes. • Maximize use of non-classroom space to increase physical distancing. • Face masks for students while on school property. • Turn desks to face in the same direction or have students sit on only one side of tables to limit face-to-face seating. • Limit activities in classrooms and other spaces that do not support physical distancing. • Enforce physical distancing in offices and staff lounges, and during staff meetings. • Limit large gatherings, events, and extracurricular activities to those that can maintain physical distancing. • Implement strategies to reduce the number of individuals in the hallways at one time including use one-way traffic patterns to include physical guides such as tape, for hallways passing and stairwells. • Require face masks when in hallways and restrooms. • Monitor school to ensure staff or students do not commune 	Building Principals; Teachers	Desks to replace tables.	Yes-all staff trained to protocols and expectations during professional development in August

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	Same is in Green Phase	<ul style="list-style-type: none"> • Coordinate notification of reopening with onsite and local child care organizations by early August, including transportation schedules, school start and dismissal times, school calendar modifications. • Require on-site before and after care providers to follow requirements of the school’s COVID-19 health and safety plan. • Where possible, collaborate to expand needed child care options in the event of a blended schedule opening or school closure. • Explore feasibility of a sign-up system to match parent needs with babysitter-certified high school students. 	Administrators	Organization linkage for high school seniors to become babysitter certified.	No
Other social distancing and safety practices		<ul style="list-style-type: none"> • Refrain from scheduling large group activities such as field trips, inter-group events, and extracurricular activities. • Limit movement in and out of classrooms with high-risk students. • Partner with the Chester County Health Department to support contact tracing. 			

Monitoring Student and Staff Health

Summary: Symptom monitoring will take place before the students arrive at school each day through a digital COVID-19 Symptom Checklist. Parents/guardians will get a push notification each morning with a reminder to answer the health questions. There will be a phone number to call if the family does not have internet/smartphone access. A daily report will be generated to determine who responded and how they responded, The report will be reviewed by the school nurse or designee. If the parent/guardian has not completed the checklist, the student will be placed in a large common area until the parent completes the checklist or picks the student up from school. Teachers/staff will be provided with the same symptom screening checklist as the students and will complete this each day prior to reporting to work. This report will be monitored by

personnel in the Human Resources Department. There will be a parent and teacher/staff education program in August on the symptoms of COVID-19 and for staff, when to send a student to the nurse. Teachers will be provided with education and a flow chart regarding first aid that can be done in the classroom to avoid well students going to the nurses office. Parents will be provided with information regarding when to keep student home following Chester County Health Department guidance. Students (age appropriate) will be educated regarding symptoms. Training of staff to self-monitor will be provided by the nurses prior to the start of the school year. This will include a printed symptom checklist that can be posted on the staff portal as well as specific instructions to contact their health care provider if they have COVID-19 symptoms and/or screen positive. Training will be provided during professional development days prior to the start of school. Information for parents will be distributed prior to the start of the school year and posted on the district website. Visual scanning of students by staff will occur throughout the school day. If a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19, as directed by the Chester County Department of Health, if the individual is in school, they will be isolated immediately and the parent/guardian will be contacted to pick the student up. Staff will leave immediately or be isolated in the nurse's office until someone can pick them up if need be. Decisions regarding isolation requirements of staff or students while in school will be made by the school nurse in the building, who will then notify the administration and the Chester County Department of Health and follow their guidelines. A family will be required to follow-up with their primary care physician. If the family does not have a primary care physician, they will be referred to the Chester County DOH for follow-up monitoring. Doctors' notes will be required for students/staff to return to school and will follow the decision tree from the Chester County Health Department listed below this section. Students will have the option to participate in full virtual learning if they are uncomfortable/unable to return to in person learning. Face masks will be required throughout the school day while students are on school property and on buses. Students/staff who are entering the health office must be wearing a mask and wash hands/use hand sanitizer before entering and when leaving the nurse's office.

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>(see Chester County Health Department Symptom Monitoring Checklist)</p>	<p>Same as in Green Phase</p>	<ul style="list-style-type: none"> • Require all parents/guardians to complete a daily Symptom Checklist including temperature checks prior to students coming to school. • Send regular reminder messages to staff and parents/guardians about daily symptom monitoring. • In the event that a student boards a bus with visible symptoms, the student must sit in the first seat and must immediately report to the school nurse/office upon arrival at the school. • Require all staff to complete a daily Symptom Checklist including temperature checks prior to reporting to school. • No students with symptoms or elevated temperature are allowed on a bus, or at school. • No staff or faculty with symptoms or elevated temperature are allowed at school. • Staff, faculty and students must notify the school if an absence is due to COVID-19. • Provide ongoing education and communications to students, staff and parents/guardians about the importance of staying at home if they are ill. • Monitor symptoms of students, staff and visitors throughout the day; proactively monitor classrooms, cafeterias, hallways, common areas, etc. for symptoms and compliance with other prevention measures. • Provide reminders to students about COVID-19 symptoms and importance of immediately going to the nurse if feeling ill; daily reminders to staff and faculty about COVID-19 symptoms and importance of immediately going home if feeling ill. • Empower and support teachers in dismissing students to the school nurse/office if symptoms arise or are suspected. • Send regular reminder messages to staff and parents/guardians about daily symptom monitoring. • Establish a process for staff, parents/guardians and volunteers to self-report COVID-19 symptoms or exposure to the school nurse, or designee. • Any individual on school property who develops COVID-19 symptoms, tests positive for COVID-19, or is suspect for COVID-19 must be directed immediately to the isolation room/area of the school until dismissal from school is possible. School must following guidance in Cleaning, Sanitizing, Disinfecting, and Ventilation section. 	<p>Nurses, Administrators</p>	<p>Digital Symptom Checklist</p>	<p>Yes</p> <p>Train staff on the symptoms and procedure for sending individuals with symptoms to the school nurse or designee</p>

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Same as in Green Phase</p>	<ul style="list-style-type: none"> • Designate an isolation area to separate anyone who exhibits COVID-19-like symptoms until the individual is able to go home, or to a healthcare provider. • Install protective sheeting/barriers to avoid comingling of students with and without COVID-19 symptoms. • Immediately separate individuals with COVID-19 symptoms, or report of COVID-19 test into the designated isolation area. <ul style="list-style-type: none"> • Face covering is required for individuals sent to the isolation area. • Staff assisting individuals in the isolation area must wear mask, eye protection, gloves, and gown; ensure proper use and disposal of personal protective equipment. • Immediately Report suspect or confirmed COVID individuals the Chester County Health Department. • Immediately close off the area(s) used by a sick person and do not use before cleaning and disinfection – see Cleaning, Sanitizing, Disinfecting, and Ventilation. • Individuals who are sick or have an elevated temperature must go home, or to a healthcare facility depending on how severe their symptoms are; prior to leaving the school, provide guidance for self-isolation at home and returning to school – see Home Guidance and Exclusion From and Return to School Requirements. • If an individual requires transportation by an ambulance, alert the ambulance and hospital that the person may have COVID-19. • Thoroughly clean and disinfect isolation room after each use. • Train staff on the symptoms and procedure for sending individuals with symptoms to the school nurse or designee; ensure parents/guardians are aware of the classroom protocol. • Educate and encourage parents to be prepared in the event their student has to stay home per the exclusion requirements. 	<p>Nurses, Teachers, Administrators</p>	<p>PPE for nurses- Gowns, N95 masks, gloves, eye protection</p>	<p>Yes</p> <p>Train staff on the symptoms and procedure for sending individuals with symptoms to the school nurse or designee</p>

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Blended Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Returning isolated or quarantined staff, students, or visitors to school	Same as in Green Phase	<ul style="list-style-type: none"> Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the Chester County Health Department following the Exclusion From and Return to School Requirements. Individuals returning to school after isolation or quarantine should notify the school prior to return. 	Nurses in collaboration with Chester County DOH	Decision Tree	No
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Same as in Green Phase	<ul style="list-style-type: none"> Consult with the Chester County Health Department prior to school closures and within-school-year changes in safety protocols. Follow Chester County Health Department guidance for notification notification as soon as possible after confirmed case/exposure as per Chester County Health department's recommendations. Communication will align with current RTMSD communication plan. The communication to the school community should align with the communication plan in the school's emergency operations plan. Plan to include messages to counter potential stigma and discrimination. In such a circumstance, it is critical to maintain confidentiality of the student or staff member as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act. Partner with the Chester County DOH to support contact tracing. 	Administrators	Notification letters	No

Chester County Health Department Symptom Monitoring Checklist

- Take temperature with temporal or forehead touchless thermometer
- Are you taking any medication to treat or suppress a fever? Yes/No
- Are you currently experiencing any of the following symptoms?

Column A (1 or more symptoms)	Column B (2 or more symptoms)
Fever (99.5°F or higher, auxiliary and temporal, 100.0° F or higher oral)	Lack of smell or taste (without congestion)
Cough	Sore throat
Shortness of breath	Chills

Difficulty breathing	Headache Congestion or runny nose Nausea or vomiting Diarrhea Muscle pain
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Chester County Health Department, Coronavirus COVID-19 School Guidance, Issued June 19, 2020.

Exclusion From and Return to School Requirements Contact number: 610-344-6452

Scenario	Exclude From School	Return to School after...
#1 – No Symptoms	No	Not applicable
#2 – COVID-19 Symptoms	Yes	Individuals should be tested for COVID-19. <ul style="list-style-type: none"> • If test result is negative, return to school 3 days after symptoms are no longer present. • If test result is positive, follow return to school guidance for scenario #3.
#3 – Positive COVID-19 PCR Test with Symptoms	Yes	<ul style="list-style-type: none"> ✓ 3 days with no fever and ✓ improvement in symptoms and ✓ 10 days since symptoms first appeared
#4 – Positive COVID-19 PCR Test without Symptoms	Yes	10 days after the PCR test was collected <ul style="list-style-type: none"> • If symptoms develop during 10 days, follow return to school guidance for scenario #3.
#5 – Close Contact with Symptoms	Yes	Individual should be tested for COVID-19. <ul style="list-style-type: none"> • If test result is negative, return to school 14 days after last exposure to the person with COVID-19 and symptoms have resolved. • If test result is positive, follow return to school guidance for scenario #3.

#6 – Close Contact of COVID-19 without Symptoms	Yes	14 days after the date of last exposure to the person with COVID-19 <ul style="list-style-type: none"> If symptoms develop during 14 days, follow return to school guidance for scenario #5.
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Notifications

- Staff and students should notify the school if an absence is due to COVID-19.
- Schools should notify the Chester County Health Department by calling 610-344-6452 of any confirmed case of COVID-19 while maintaining confidentiality.
- The Chester County Health Department will conduct an investigation and contact tracing, and provide appropriate guidance.
- The Chester County Health Department will notify the school/coach if staff or students test positive, are exposed, or become ill and have to self-isolate.
- The Chester County Health Department will not notify the general community if staff or students test positive, are exposed, or become ill and have to self-isolate.

Other Considerations for Students and Staff

- **Summary: For students who present as medically fragile or who are at higher risk for severe illnesses, the school district and parents will work collaboratively as an IEP or 504 team to determine the most effective solution for each individual student. Parents are an integral part of this process and will be included in the development of any plan related to the education of their child. Protections for students who are medically fragile include the use of face coverings by all staff, staff will utilize gloves when handling students’ bodily fluids, and students will be assigned individual work stations and will primarily work at the assigned station. For needed substitutes, daily building substitutes will be permanently assigned to each building. When needed, staff not typically assigned to classrooms will be assigned to cover classes. Use of support personnel (reading and math specialists, counselors, MTSS teachers, psychologists) to deliver Tier II and Tier III instructional and social/emotional supports will be implemented as closely aligned to typical school operations to the maximum extent possible. Social-emotional-ethical learning activities will be embedded in daily instruction as a Tier I universal support for all learners. So as to ensure that all the students in the Rose Tree Media School District have access to quality learning opportunities for social-emotional wellness, the explicit instruction of social, emotional, and ethical competencies will be incorporated in the education of all students. The delivery of this instruction will need to be age-appropriate, and therefore delivery formats will be differentiated based on implementation at the elementary, middle, and high school levels. All instructional and non-instructional staff will complete Social, Emotional, and Ethical (SEE) Learning as well as trauma training so as to develop a common understanding of what social-emotional wellness entails.**

Requirements	Action Steps under Yellow Phase or Blended Model	Action Steps under Green Phase or Fully Open Model	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff at higher risk for severe illness	Same as in Green Phase	<ul style="list-style-type: none"> Staff with higher risks should avoid gathering in groups of any size and avoid common areas such as staff lounges and ensure diligence with face coverings. Consider participation in virtual options for learning to reduce exposure Consult with the school nurse regarding high-risk students including temperature checks as part of monitoring protocol; high-risk students and staff include those who have high-risk household members. Face coverings (shields,masks) required for adults working in classrooms with high-risk individuals 	Director of Student Services, Counselors, Special Education Supervisors	PPE for staff-face coverings, gloves, gowns, bite guards Sanitizer and disinfection supplies	No
* Use of face coverings (masks or face shields) by all staff	Same as in Green Phase	<ul style="list-style-type: none"> All staff will wear face masks while on school property. Bus drivers are required to wear face coverings (shields/masks). 	Administration, staff	Face shields for bus drivers and individuals working with high risk individuals and students with complex needs will be provided.	No
* Use of face coverings (masks or face shields) by older students (as appropriate)	Same as in Green Phase	<ul style="list-style-type: none"> All students will wear face masks while on school property, including buses. 	Administration, staff	Face masks provided by students. Masks will be available for those students who board bus or arrive at school without one.	No
Unique safety protocols for students with complex needs or other vulnerable individuals	Same as in Green Phase	<ul style="list-style-type: none"> Ensure families who choose to not send their children to school receive remote learning opportunities aligning with IEP goals. 	Director of Student Services, Special Education Teachers, Counselors	PPE for staff-face coverings, gloves, gowns, bite guards Sanitizer and disinfection supplies	No

		<ul style="list-style-type: none"> • Leverage classroom supports (e.g. teacher aides) for students who need special assistance with hygiene measures. • Enforce face coverings, gloves, gowns for adults working with students with complex need, or vulnerable students, particularly when working one-on-one with students. • Utilize face shields for staff and students with hearing impairment. • Increase frequency of cleaning high touch surfaces in spaces used by students with complex needs or other vulnerabilities. • Increase frequency of hand washing for students with complex needs or other vulnerabilities, and staff that interact with them. • Staff working with students with complex needs will wear face masks/shields. • Staff will utilize gloves when handling students' bodily fluids. • Students will be assigned individual work stations and will primarily work at the assigned station. • If a student is assigned a paraprofessional as a 1:1 aide per the IEP, that paraprofessional will work only with that assigned student to reduce contacts with other staff. • Materials will be designated for use of the student and will be sanitized at the end of each day. • Students with significant medical needs will receive their related services at the beginning of the day to reduce contacts with other staff and students. • Student work stations will be delineated with physical dividers or colored tape on the floor. • If student uses a wheelchair, it must be wiped down after everyone who touches it • A bathroom will be designated solely for the use of students who have significant medical needs. • The bathroom will be sanitized after each use and at the end of the day. 			
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		<ul style="list-style-type: none"> • Staff supporting the student in the bathroom will wear a face shield/mask, gloves and removable apron/poncho to be disinfected after use. • Provide for reduced number of students on the bus. • Bus will be disinfected before embarking and after disembarking. • Gloves to be used to assist student on bus (wheelchair/harness/car seat) • Bus driver and aide to wear face shield/mask. • Students will eat lunch in a location that is in alignment with social distancing as outlined, and the table will be sanitized before and after the lunch period. • IEP and 504 teams will review these protocols with necessary staff and provide training on implementation in advance of the school year. 			
Strategic deployment of staff	Same as in Green Phase	<ul style="list-style-type: none"> • Review staffing at each building and program and reassign staff as necessary • When needed, staff not typically assigned to a classroom will be assigned to cover classes 	Administration		No

Health and Safety Plan Professional Development

The following Professional Development activities will occur to support the implementation of the Health and Safety Plan:

Topic	Audience	Lead Person and Position	Session Format/Mode of Communication	Start Date	Completion Date
Informing staff of returning to buildings and survey for staff about ability to return	All staff	Tom Hauptert, Director of Personnel Services	Letter: Mail Email Robo-calls	Jul 17, 2020	July 23, 2020
Keeping staff, students, and all stakeholders informed and reminded about healthy hygiene practices and promote personal responsibility in reducing the spreading of the disease	All students, staff, and stakeholders	Administration	Email Summer mailing packets	August 5, 2020	August 10, 2020
Inform staff about cleaning and sanitizing practices, social distancing	Staff, students	Administration, Facilities	Review of protocols in faculty meetings for staff; Summer Return to Work Letter	August 2020	September 2020
Inform students and families about cleaning and sanitizing practices, social distancing	Students	Building Principals, Teachers	During classroom routines review with students first week of school; Newsletter in summer mailing; Short videos	August 2020	September 2020
Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	Facilities foreman, custodians	Supervisor of Maintenance and Operations; Environmental Controls, LLC.	Staff meeting	July 2020	September 2020

Topic	Audience	Lead Person and Position	Session Format/Mode of Communication	Start Date	Completion Date
Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices; Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Students, staff	Administration, Nurses, teachers	Faculty meeting Establishing routines in classroom during first week of school Summer mailing	August 2020	September 2020
Health/PE teachers to develop needed modifications to curriculum delivery and instructional practices	Health/PE teachers	Health/PE teachers	Collaborative planning sessions	July 2020	August 2020
Review Symptom/Signs of COVID-19 with all staff	All staff	Administration, nurses	Information Sheet Faculty Meetings	August 17, 2020	August 31,2020
Monitoring students and staff for symptoms and history of exposure	Parents, staff	Administration, nurses	Information Sheet Newsletter/summer mailing Website Faculty Meetings	August 2020	September 2020
Train staff on the symptoms and procedure for sending individuals with symptoms to the school nurse or designee	Staff	Administration, Nurses	Information Sheet Faculty Meetings	August 17, 2020	August 31, 2020
Develop SEE lesson/activities for implementation	Students	SEE Response Team members, counselors, administration, teachers	PD workshops	July 6, 2020	Ongoing

Health and Safety Plan Communications

Communication regarding the Health and Safety Plan will be provided by:

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Informing staff of returning to buildings on July 6	12-month employees	Director of Human Resources	Mailing Email	June 25, 2020	June 27, 2020
Communicate the proposed Plan for Reopening	Parents, Employees	Administration	Written communication (email) Website Information Parent Forums Public School Board Meetings	July 13, 2020	August 17, 2020
Keeping staff, students, and all stakeholders informed and reminded about healthy hygiene practices and promote personal responsibility in reducing the spreading of the disease	All stakeholders	All Employees, Parents	Website Information Email	August 2020	Ongoing
Social-Emotional-Ethical Learning Resources	All stakeholders	SEE Response Team members, teachers, administration, counselors	Newsletters Back-to School Nights Website	August 2020	Ongoing

Health and Safety Plan Summary: Rose Tree Media School District

Anticipated Launch Date: August 31, 2020

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<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>All buildings underwent a deep cleaning and disinfecting prior to any staff member or students returning to the buildings. HVAC systems and ventilation systems were reviewed by HVAC district personnel and the Supervisor of Maintenance and Operations in consultation with Johnson Controls, LLS. Scheduling protocols for cleaning/disinfecting of high touch areas, common areas such as bathrooms, nurses office, buses, and student desks/seats have been established. Areas requiring plexiglass for protection of students or staff were identified and plexiglass will be installed by mid-August. Additional bottle fillers, hand sanitizer stations, sanitizing wipes, and additional hydrostatic sprayers were also ordered with a delivery by mid-August. In consultation with Environmental Controls, LLC, all products were vetted to ensure that they were compliant with OSHA and effective against COVID-19. Training on procedures and protocols will be conducted by Environmental Controls, LLC and held for all staff prior to the return of students. Fidelity to cleaning processes and procedures throughout the school year will be supervised by the facility foreman and the Supervisor of Maintenance and Operations.</p>

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>Learning spaces are organized to allow for a minimum of 6 feet of physical distancing between individuals. All desks are arranged facing forward. Where necessary, tables have been replaced by individual desks. Communal spaces will adhere to 6 feet of social distancing including use of cafeterias with students seated on one side of a table or in a staggered formation as opposed to sitting directly across from each other. Use of other large spaces (LGI rooms, gyms, libraries) and staggered schedules will be used to de-densify the lunch period. Where practical, hallways are designated as one-directional at both elementary and secondary. Where not practical, hallways are designated as one-sided, one directional. Where practical, hallway passing schedules have been staggered and stairwells have been designated as one-directional to de-densify at the secondary level. Use of classroom spaces by different cohorts will involve cleaning and disinfection of seats and desks before the next class starting with the row of desks furthest from the classroom door to accommodate the entry of the first arriving students. When possible and safe, outdoor spaces, such as courtyards and playground surfaces that are secured, will be utilized. Hygiene routines include frequent hand washing and use of hand sanitizers upon entering new learning spaces or communal spaces. Students will wash their hands before and after lunch. On buses, students will be seated with two students to a seat with siblings sharing a seat when possible. Multiple</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>	

Requirement(s)	Strategies, Policies and Procedures
<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>entrance points for bus arrival, car line, and bus dismissal will be utilized to de-densify congestion during these times when possible. Visitors and non-essential personnel will be restricted from accessing school buildings. All deliveries will be left at secure entrances. Essential personnel will complete the Prescreening Symptom Checklist prior to entry which will be reviewed by the school nurse. All essential visitors will be required to wear a mask and maintain 6 feet of social distancing. Use of all indoor facilities by outside groups will not be allowed. Staff will be trained on distancing and hygiene protocols during August professional development days. Students will be trained on distancing and hygiene protocols through information sent home in August, explicitly reviewed the first day of school, and reinforced throughout the school year.</p>

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>Monitoring will take place before the students arrive at school each day through a digital COVID-19 Symptom Checklist. Parents/guardians will get a push notification each morning with a reminder to answer the health question. There will be a phone number to call if the family does not have internet/smartphone access. A daily report will be generated to determine who responded and how they responded. The report will be reviewed by the school nurse or designee. If the parent/guardian has not completed the checklist, the student will be placed in a large common area until the parent completes the checklist or picks the student up from school. Teachers/staff will be provided with the same symptom screening checklist as the students and will complete this each</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>day prior to reporting to work. This report will be monitored by personnel in the Human Resources Department. There will be a parent and teacher/staff education program in August on the symptoms of COVID-19 and for staff, when to send a student to the nurse. Teachers will be provided with education and a flow chart regarding first aid that can be done in the classroom to avoid well students going to the nurses office. Parents will be provided with information regarding when to keep student home, CDC guidelines and when to contact health care provider. Students (age appropriate) will be educated regarding symptoms and recommendations regarding guidelines. Training of staff to self-monitor will be provided by the nurses prior to the start of the school year. This will include a printed symptom checklist that can be posted on the staff portal as well as specific instructions to contact their health care provider if they screen positive. Training will be provided during PD days prior to the start of school. Information for parents will be distributed prior to the start of the school year and posted on the district website. Visual scanning of students by staff will occur throughout the school day. If a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19, as directed by the Chester County Department of Health, if the individual is in school, they will be isolated immediately and the parent/guardian will be contacted to pick the student up. Staff will leave immediately or be isolated in the nurse's office until someone can pick them up if need be. Decisions regarding quarantine or isolation requirements of staff or students will be made by the school nurse in the building who will then notify the administration and the Chester County</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Department of Health and follow their guidelines A family will be required to follow-up with their primary care physician. If the family does not have a primary care physician, they will be referred to the Chester County DOH for follow-up monitoring. Doctors' notes will be required for students/staff to return to school and will follow the decision tree from the Chester County Health Department listed below this section. Students will have the option to participate in full virtual learning if they are uncomfortable/unable to return to in person learning. All staff will be required to wear face coverings while on school grounds. Students will wear face masks while on school property and while on the bus. Students/staff who are entering the health office must be wearing a mask and wash hands/use hand sanitizer before entering and when leaving the nurse's office.</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 * Use of face masks by all staff unless special assignments require use of face shields. * Use of face masks unless special circumstances warrant face shields (i.e. students with special needs) <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>For students who present as medically fragile or who are at higher risk for severe illnesses, the school district and parents will work collaboratively as an IEP or 504 team to determine the most effective solution for each individual student. Parents are an integral part of this process and will be included in the development of any plan related to the education of their child. Protections for students who are medically fragile include the following use of face coverings by all staff, staff will utilize gloves when handling students' bodily fluids, and students will be assigned individual work stations and will primarily work at the assigned station. For needed substitutes, daily building substitutes will be permanently assigned to each building. When needed, staff</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>not typically assigned to classrooms will be assigned to cover classes. Use of support personnel (reading and math specialists, counselors, MTSS teachers, psychologists) to deliver Tier II and Tier III instructional and social/emotional supports will be implemented as closely aligned to typical school operations to the maximum extent possible. Social-emotional-ethical learning activities will be embedded in daily instruction as a Tier I universal support for all learners. So as to ensure that all the students in the Rose Tree Media School District have access to quality learning opportunities for social-emotional wellness, the explicit instruction of social, emotional, and ethical competencies will be incorporated in the education of all students. The delivery of this instruction will need to be age-appropriate, and therefore delivery formats will be differentiated based on implementation at the elementary, middle, and high school levels. All instructional and non-instructional staff will complete Social, Emotional, and Ethical (SEE) Learning as well as trauma training so as to develop a common understanding of what social-emotional wellness entails.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for the Rose Tree Media School District reviewed and approved the Phased School Reopening Health and Safety Plan on

The plan was approved by a vote of:

 9 Yes
 0 No

Affirmed on: **8/13/2020**

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.