



# ARP ESSER Health and Safety Plan Guidance & Template

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

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

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

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

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;

2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
  - a. Universal and correct wearing of [masks](#);
  - b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
  - c. [Handwashing and respiratory etiquette](#);
  - d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
  - e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
  - f. [Diagnostic](#) and screening testing;
  - g. Efforts to provide COVID-19 [vaccinations to school communities](#);
  - h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
  - i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally

translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

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

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

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

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

## **Additional Resources**

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

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

## **Update: March 9, 2022**

On February 25, 2022, the CDC updated their guidance on masking. The guidance is now based on a three tier system (High, Medium, Low) that takes into account the strain on local health care systems. Using this new model, the CDC is dropping its recommendation for universal school masking when communities are in the medium or low tiers. The link below shows the community level for communities across the US. **Allegheny County has been “Low” since February 25th** according to this metric.

[COVID-19 by County | CDC](#)

### **Face Covering Update**

**As a result of the updated CDC guidance and the “low” transmission rate in Allegheny County, PCS is revising its Health and Safety Plan and will be mask optional for all students, staff and visitors.**

**PCS has unique circumstances in that there are many different districts who provide bus transportation. Students will need to follow the individual district busing Health and Safety requirements when traveling on the bus. For example, Pittsburgh Public Schools is still requiring masks, so students will need to continue to wear masks on those buses.**

### **Exposures and Quarantine Update**

If a student or staff member tests positive for COVID-19, they will be required to quarantine for 5 days. If a student was a close contact to someone who has tested positive, regardless of vaccination status, they may choose to follow the CDC guidance and quarantine for 5 days and these will be considered excused absences, or they may return to school, with no quarantine period required.

### **Continuity of Learning Update**

If a student is quarantining due to testing positive, or due to exposure, asynchronous work will be posted and communication regarding these assignments will come through the students' teachers. There will be no planned check ins with a Health and Safety sub or grade level teachers unless there are individual requests.

### **Communication**

Individuals who are identified as close contacts will be notified by phone, or email if notification is after 9 pm.

Individuals who wish to know current case counts, can view a dashboard located on the PCS website that will be updated each Friday.

## **Other Mitigation Strategies**

Staff and students will continue to enter through the thermal scanner.

Visitors will be scanned for temperature, but will not be required to complete the covid questionnaire anymore.

All cleaning protocols will remain the same.

Lunchroom plastic partitions will be removed.

Assigned seats for lunch will remain.

## **Update: January 11, 2022**

Based on the CDC recommendation on December 27, 2022, PCS will now reduce the quarantine period from 10 days to 5 days for students who test positive and for unvaccinated individuals who are exposed.

(PDF)([615 - 12/30/2021 - UPD - UPDATE: Isolation and Quarantine Periods for COVID-19 for the General Population \(PDF\)\)](#))

## **Six Month Review Date: Dec. 11, 2021**

Based on ARP/ESSER Health and Safety requirements, Provident Charter School must revise its Health and Safety Plan by February 11, 2022. Recent increases in positive cases and exposures among students, along with the removal of the PA mask mandate warrants revisions to the PCS Plan at this time.

Health and Safety Revisions to the Aug. 11, 2021 Plan are described below in red, while the August 2021 plan remains in its original form on the subsequent pages.

### Face Coverings

Provident Charter School will continue to require face coverings, for an indefinite period of time, despite the removal of the mask mandate in PA on Dec. 8, 2021. As per the ARP Act requirements, community input was solicited through a family survey as well as a staff survey.

### Exposures and Quarantines

PCS proceeds with an abundance of caution and quarantines masked, unvaccinated students who were exposed to another student from their classroom for a 10 day period. There is the option to test after 5 days and return with a negative result.

Vaccinated students do not need to quarantine.

Families will continue to be notified if there is a positive case in their child's classroom, or if their child was considered a close

contact.

#### Continuity of Learning

If **individual students are quarantining**, for any reason, the Health and Safety substitute will provide a daily check in to monitor or assist with any asynchronous work that is being completed. There will be no Wilson or Specials instruction (Art, TKD, Music, 3D design, PE, Digital Media) during individual quarantines.

If there is a need for the **entire building to move to virtual instruction**, classroom teachers will provide live instruction that follows their daily schedule. There will be Wilson instruction and Special Area instruction.

PCS will follow guidance from PDE regarding any future need to move to remote learning. For a school our size (under 500 students), PDE would not recommend a move to virtual instruction unless there was a positive case count of 25 or more within a 14 day period. This is 5% of the school population, and given our enrollment of 331, 17 positive cases within 14 days for the school to move to virtual learning again. The CDC has described a higher threshold of 10% of total school population ( 44 students) for a need to have the entire school move to remote instruction. It is recommended that schools consult with Department of Health regarding specific situations in which an entire building may consider remote instruction.

#### Communication

Throughout the first trimester, PCS staff would make individual phone calls to all students in classrooms that had a positive case as well as to students/staff who were close contacts. Classroom families will now be communicated through email as soon as there is knowledge of a positive case in their child's classroom. Emails to the entire PCS community will no longer occur. Individuals who wish to know current case counts, can view a dashboard located on the PCS website that will be updated each Friday.

#### Vaccination Assistance

PCS has provided a vaccine clinic (Dec 1 and Dec 22.) for any student and their families to receive a vaccine. Staff members also have the ability to receive a booster vaccination.

## **Health and Safety Plan Summary: Provident Charter School**

**Initial Effective Date: August 11, 2021**

**Date of Last Review: August 10, 2021**

**Date of Last Revision: (July 26, 2021) How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?**

Provident Charter School will continue to rely upon a pandemic team with defined roles and responsibilities to support prevention and mitigation policies during the reopening of school for the 2021-2022 school year. This pandemic team will be responsible for facilitating the local planning process, monitoring implementation of the local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan. As per the ARP Act, this team will review and revise the plan every six months.

### **Prevention and Mitigation Procedures**

Staff and students will continue to enter the building daily through thermal scanners to identify any individual who might be symptomatic with fever. The sanitizing/cleaning procedures, along with the contact tracing/quarantine procedures used in the 20-21 school year will continue, however the following mitigation strategies that were implemented during the 20-21 school year have been revised:

\*The daily COVID screener for staff will no longer be required.

\*Face coverings will be required indoors for all students and staff, regardless of vaccination status. (Students may request up to 10 minute mask breaks in which they remove their mask and be distanced from other students/staff.)

\*Masks will not be required outdoors.

\*Restrictions to any visitors will be lifted; 24 hour notice will no longer be required, however visitors will have temperature checked, complete a COVID Screener upon entry to the building, and be required to wear as mask at all times in the building.

\*Students may bring backpacks, lunch boxes and personal items back to school.

\*Students will eat lunch in the cafeteria and transition throughout the building. Students will sit in assigned seats and be 3-6 feet apart. There will be an option for students to be even further distanced upon request.

\*Clear, plastic table partitions have been purchased for the cafeteria seating, students may be within 3 feet of each other while seated at the table with sneeze guard partitions.

\*There will no longer be an extended remote learning option for students. The only time remote instruction will occur is during a required quarantine.

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

**Provident Charter School will return to proximate learning for all students and staff for the 2021-2022 school year. Extended Remote Learning will not be an option.**

## **Continuity of Learning During a Quarantine**

There are two types of quarantine that may occur:

1. A student tests positive and that student was in the building. If the student is an elementary student (grades 2-5) the entire class will need to quarantine and those classroom teachers will provide remote instruction that will follow their daily proximate learning schedule. This schedule will include Wilson Language instruction.\* Contact tracing will occur to identify other students in the building that may have been exposed.

If the student is a middle school student (grades 6-8), contact tracing will occur to identify the students and staff who were exposed.

Those individuals who have not been vaccinated will need to quarantine.

For individuals who are vaccinated, the CDC updated a **recommendation (August 4, 2021)** for fully vaccinated

people who have a known exposure to someone with suspected or confirmed COVID-19 to be tested 3-5 days after exposure, regardless of whether they have symptoms. The CDC also recommends in this case that exposed individuals should also wear a mask indoors in public for 14 days following exposure or until your test result is negative. You should isolate for 10 days if your test result is positive.

2. A student has been exposed somewhere outside of the school. That individual student (and not the entire class) will quarantine and that student will work asynchronously with materials provided by the classroom teacher, and/or work synchronously with a building substitute designated to provide remote instruction/check-ins. Any missed assignments, quizzes/tests for individual quarantines will be excused.

For continuity of learning to be successful, all students in the middle school will need to transport their devices to and from school daily. Expectations for device transport will be shared with students and families in the first few weeks of school and device transport will occur in a rollout period. 2nd and 3rd grade students will be given an additional device to keep at home should the need to quarantine arise. Students in grades 4 and 5 will need to take their school device home should the need to quarantine arise.

In addition, at the start of the school year, all teachers will prepare maintenance and review work for students to complete asynchronously. These materials will be sent home at the start of the school year ( by Friday, September 3, 2021) and remain at home. If and when the need arises to use them, teachers will assign specific work for students to complete.

*\*Some students may receive Wilson instruction from other teachers not in the quarantining grade level, and these circumstances will need to be addressed on an individual basis as they arise.*

Students who may need to quarantine can have breakfast and lunches available for pickup or delivery. To support social, emotional and mental health, school counselors, student support specialists, as well as school based therapists can be available to meet with students both in person, or virtually. PCS is unique in that there are a number of administrators, coordinators, supervisors, and mentor teachers who can provide regular and consistent check-ins with all staff. If any staff member has a significant need, they can be connected with the employee assistance program, a service provided through our benefits.

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

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p><b>a. Universal and correct wearing of <a href="#">masks</a>;</b></p>	<p>As per the recommendation of the CDC, <a href="#">Guidance for COVID-19 Prevention in K-12 Schools and ECE Programs</a> face coverings will now be required for all students and staff at PCS. Face coverings will also be required for visitors to the school. While face masks are preferred, face shields will be permitted given the uniqueness of our school and student population.</p> <p><b>Please note that buses are considered public transportation and masks are required to be worn on buses.</b></p> <p><a href="#">Requirement for Face Masks on Public Transportation Conveyances and at Transportation Hubs</a></p> <p>Provident will continue to keep a supply of student and adult masks for anyone who wants one when they are in the building.</p>
<p><b>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</b></p>	<p>PCS is unique in that most classrooms have 1-2 adults and no more than 12-15 students in each room.</p> <p>Staff and students will be encouraged to maintain 3- 6 feet social distance between each other.</p> <p>Staff and students who wish to maintain a consistent 6 foot distance will be permitted to do so.</p>

	<p>Students will return to natural transitions within the building: they will move classrooms when their schedule requires, they will transition to special area classes and the cafeteria, and they will not need to wait until a rest room is empty before entering.</p> <p>Staff trainings will resume in person, as opposed to virtual, since the restrictions on large gatherings have been lifted. All staff will be asked to wear face coverings Training rooms may have an area in which individuals can sit in a distanced manner for any staff member.</p> <p>Visitors will be permitted in the building, face coverings required, without requiring 24 hour advance notice.</p>
<p>c. <b><u><a href="#">Handwashing and respiratory etiquette;</a></u></b></p>	<p>At the start of the 2021-2022 school year, all staff (e.g., custodians, secretaries, teachers, etc.) will attend an information session that describes the protocol for handwashing, covering coughs/sneezes, and face coverings (<a href="https://www.cdc.gov/handwashing/fact-sheets.html">https://www.cdc.gov/handwashing/fact-sheets.html</a>)</p> <p>Staff will update students on proper hand washing and coughing/sneezing etiquette during the first few days of school. Signs that provide visual reminders for this behavior will remain posted.</p> <p>When educating families and staff, Provident will include information from public health organizations like the CDC or DOH on hygiene and disinfection strategies for transmission prevention at home.</p>

<p>d. <b><u>Cleaning</u></b> and maintaining healthy facilities, including improving <b><u>ventilation</u></b>;</p>	<p>PCS will follow the same cleaning schedule as during the 20-21 school year.</p> <p>Facilities Cleaning Schedule: Common area touch points - 3x per day(morning, afternoon and evening) , Restrooms - 3x per day (morning, afternoon and evening), Classrooms and offices - 1x per day (Evening)  For the 21-22 school year, PCS has contracted with a new evening cleaning service with the expectation of better quality cleaning services.</p> <p>Provident classrooms have the proper ventilation including windows. In addition, rooms have fans to circulate the air. Air purifiers will remain in each room throughout the building, and their filters will be replaced prior to the start of the 21-22 school year.</p> <p>For the 21-22 school year, additional fans and air conditioners are being purchased to further improve ventilation in classrooms.</p> <p>Students will have access to refillable water containers, and water bottles. The communal drinking fountains will remain closed.</p>
<p>e. <b><u>Contact tracing</u></b> in combination with <b><u>isolation</u></b> and <b><u>quarantine</u></b>, in collaboration with the State and local health departments;</p>	<p>All visitors will complete the COVID-19 questionnaire form to screen for symptoms &amp; exposure and have their temperature taken prior to entering the building (<a href="#">Google Form – COVID-19 Questionnaire</a>). Students and staff will have temperature screened daily upon arrival. If temperature is above 100.4 F they will be immediately isolated, masked (if not already wearing a mask), and immediate dismissal will be arranged. Guidance letters will be provided to isolated staff/ student’s family (<a href="#">here</a>) that direct them to contact their healthcare provider and to communicate with the school nurse prior to</p>

returning to the building. We will follow CDC guidance when managing the dismissal and return of students/ staff with COVID-19 related symptoms. Procedures are outlined below for a positive COVID-19 case at school and exposure outside of school.

**If a person tests positive for COVID-19 (and has been in Provident's building):**

1. Provident will immediately isolate the person for dismissal (if present in the building). If currently absent and calling to notify of positive results, the following steps will be the same.

Guidance letter will be given ([I have COVID-19 symptoms, now what do I do?](#)) outlining CDC requirements.

The [CDC: If you are sick](#) with COVID-19 or think you might have COVID-19 instructions include (but are not limited to):

Stay home except to get medical care.

Separate yourself from others as much as possible.

Monitor symptoms and follow healthcare provider instructions.

Seek emergency medical attention as needed (outlined in letter).

The CDC allows affected persons to discontinue isolation when **ALL** of the following are met:

24 hours with no fever **and**

[Symptoms](#) improved **and**

10 days since symptoms first appeared

1. Upon COVID-19 exposure, the CEO will notify staff and families that an individual who tested positive was in the building. If a class Contact tracing will be completed by the School Nurse for all those in close contact with the affected person. CDC exposure guidelines will be used as outlined here: [Considerations for Case Investigation and Contact Tracing in K-12 Schools and Institutions of Higher Education \(IHEs\)](#)

Less than 3-6 feet away ( for K-12 settings) for greater than 15 minutes.

This exposure includes the two days prior to symptom onset and/or two days prior to the specimen collection in persons without symptoms, until they meet criteria for discontinuing home isolation.

2. Exposed persons will be notified by the school nurse verbally and in writing that they have been exposed to COVID-19 and need to follow CDC guidance:

Despite vaccination status, get tested 3-5 days after exposure.

Stay home until 10 days after last exposure and maintain social distance (at least 3 feet) from others at all times

Self-monitor for symptoms

Check temperature twice a day

Watch for fever\*, cough, or shortness of breath, or other symptoms of COVID-19

Avoid contact with people at higher risk for severe illness from COVID-19

Follow CDC guidance if symptoms develop

**If a person associated with Provident (staff/student) is in close contact with someone who tests positive for COVID-19 (outside of Provident's building):**

1. If an individual associated with Provident has exposure to someone who tested positive for COVID-19, the Provident staff/family member will notify the school nurse.

Guidance letter will be given outlining CDC recommendations

The person(s) exposed should follow CDC guidance, including:

Get tested 3-5 days after exposure despite vaccination status.

Stay home until 10 days after last exposure and maintain social distance (at least 3 feet) from others at all times

Self-monitor for symptoms

Check temperature twice a day

	<p>Watch for fever*, cough, or shortness of breath, or other <u>symptoms</u> of COVID-19</p> <p>Avoid contact with <u>people at higher risk for severe illness</u> from COVID-19</p> <p>Follow <u>CDC guidance</u> if symptoms develop</p> <p>School will not close for exposure outside of the building, but rather that staff/student will follow the above outlined guidance and stay home for 10 days after exposure.</p> <p>1. Contact tracing will not be necessary in this case as the affected person was not in Provident's building. If the exposed staff or student does become ill, they will follow the procedure for COVID-19 positive response as noted above.</p> <p>f. Staff and families should coordinate with School Nurse to plan for return to ensure that CDC guidance is followed.</p>
<p><b>g. <u>Diagnostic</u> and screening testing;</b></p>	<p>All diagnostic and screening testing will be prescribed and performed by the individual families' PCP and/or COVID-19 testing centers.</p>
<p><b>h. Efforts to provide <u>vaccinations to school communities</u>;</b></p>	<p>Staff at Provident Charter School had an opportunity to receive vaccinations in March 2021. Approximately 80% of staff were vaccinated at that time. In June 2021, students aged 12 and older, along with their siblings and families, had an opportunity to participate in a vaccine clinic here at Provident Charter School. Families will be encouraged, but not required, to notify our school nurse prior to the 21-22 school year if they were vaccinated, as this has impact on contact tracing should there be a positive case in the building. If an individual is vaccinated, then exposed, they do not need to quarantine. Unvaccinated adults who have not been sick in the past 3 months, will need to quarantine upon exposure.</p>

<b>i. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</b>	Any accommodations that are required for students with disabilities will be addressed on an individual basis between families and school administration.
<b>j. Coordination with state and local health officials.</b>	Provident Charter School will consider guidance from the Center for Disease Control as well as the PA Department of Health when reviewing and/or revising this Health and Safety Plan.

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **(Provident Charter School)** reviewed and approved the Health and Safety Plan on **(August 10, 2021)**.

The plan was approved by a vote of:

\_\_\_\_\_ **Yes**

\_\_\_\_\_ **No**

Affirmed on: **(INSERT DATE: MONTH, DAY, YEAR)**

By:

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*(Signature\* of Board President)*

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*(Print Name of Board President)*

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

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

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