



Wyomissing Area School District

Inspiring Excellence, One Spartan at a Time!

Phased School Reopening Health and Safety Plan

The Wyomissing Area School District created this Health and Safety Plan for the 2020-21 school year to serve as the local guidelines for all instructional and non-instructional school reopening activities. As with all emergency plans, this Health and Safety Plan was created in consultation with local health agencies and will be tailored to the unique needs of each school building within the District. Given the dynamic nature of the pandemic, this plan incorporates flexibility to adapt to changing conditions. This Health and Safety Plan, includes professional learning and communications, to ensure all stakeholders are fully informed and prepared for the phased reopening of the District.

This plan was approved on July 27, 2020 by the Wyomissing Area School Board and is posted on the District's website. This plan will be monitored throughout the implementation period and updated as needed. Any updates to this plan will be reposted on the District's webpage and will be reapproved by the Board of School Directors.

Key Links / Resources:

Pennsylvania Department of Education (PDE) - <https://www.education.pa.gov>

Pennsylvania Department of Health (DOH) - <https://www.health.pa.gov>

Governor Tom Wolf - <https://www.governor.pa.gov>

Berks County - <https://www.co.berks.pa.us>

Centers for Disease Control & Prevention (CDC) - <https://www.cdc.gov>

Pennsylvania Interscholastic Athletic Association (PIAA) - <https://www.piaa.org>

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Health and Safety Plan: **Wyomissing Area School District (WASD)**

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.
 - WASD Red:
 - Virtual education program provided for all students
 - Essential personnel only working on-site
 - Facilities closed for all activities, athletics and community usage
 - Lunch available for all students at each school
- 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 (Board of Directors) and posted on the school entity's publicly available website.
 - WASD Yellow:
 - 50% of students attend school in-person on Mondays and Tuesdays, 50% of students attend school in-person on Thursdays and Fridays, Health and Safety Plan details modifications and supports in place
 - Students receive three days per week of virtual education
 - A full-time virtual education option is available for students who will not attend in-person education based on health or other related decisions of parent/guardian (Wyomissing Area Virtual Education).
 - School activities, athletics and community use of facilities are limited, and follow the WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities
 - WASD Green:
 - All students may attend school in-person for full week, Health and Safety Plan details modifications and supports in place
 - A full-time virtual education option is available for students who will not attend in-person education based on health or other related decisions of parent/guardian (Wyomissing Area Virtual Education).
 - School activities, athletics and community use of facilities follow the WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities

This plan documents WASD's decision to reopen schools for students and staff, how the District will communicate the type of reopening with stakeholders in the 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 Health and Safety Plan accounts for changing conditions to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

WASD will implement the plan that meets the needs of the District, and selected phase may or may not match the red, yellow or green designation assigned to Berks County.

Through the approval of this plan, the Board authorizes the Superintendent to temporarily move WASD to a more restrictive phase (example - from yellow to red) as needed based on direction provided by the Governor, the Department of Health and/or to ensure the safety of students, staff and community members. Any such temporary move to a more restrictive phase would need approval/ratification by the Board of School Directors at a public meeting and any/all plan revisions would be subsequently posted on the District website.

The Board of School Directors may elect to move WASD from an initial phase to a less restrictive phase and /or approve modifications to this plan as additional guidance is received from governing agencies. All changes to this plan require Board approval and all will be posted on the WASD website.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

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

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

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): (August 31, 2020)

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of the Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, WASD has established a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. WASD has engaged representatives from stakeholder groups.

- **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 with-in-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 with-in-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)
Robert Scoboria	Pandemic Coordinator - Superintendent	Both
Melissa Woodard	Assistant Superintendent	Both
Mark Boyer	Business Administrator	Both
Scott Arnst	Director, Information Technology	Both
Frank Ferrandino	Athletic Director	Both
Michael Cafoncelli	Director of Facilities	Both
Corey Jones	Junior/Senior High School Principal	Both
Matthew Redcay	Junior/Senior High School Asst. Principal	Both

Ginger Johnson	Junior/Senior High School Asst. Principal	Both
Corbett Babb	Elementary Principal – WREC	Both
Lisa DeRenzo	Elementary Principal – WHEC	Both
Robert Kucharczuk	Elementary Asst. Principal – WHEC	Both
Jessica Lengle	Director of Pupil Services	Both
Jen Mangold	Supervisor of Assessments and Instructional Intervention	Both
Dariely Marrero	Director of Food Services	Both
Amy Kern	School Nurse	Both
Sally McNichol	School Nurse	Both
Mary Kelly	School Nurse	Both
Beth Delp	School Nurse	Both
Advisory Groups	All	Development
Jeff Litts	Solicitor	Development
Medical Review Team	Medical Professionals	Both

Key Strategies, Policies, and Procedures

For each domain of the Health and Safety Plan, exists a summary describing the key strategies, policies, and procedures WASD will employ to satisfy the requirements of the domain.

For each requirement within each domain, the following have been documented:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments WASD will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting DOH requirements for COVID-19?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided?

Summary of Responses to Key Questions:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* 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><u>Preparation for Opening of School Buildings:</u></p> <p>Custodial staff trained with Programs and Best Practices by Penn Valley Chemical.</p> <p>Clean and disinfect furniture, high touch areas and surfaces, restrooms, hallways, instructional spaces, and office spaces.</p> <p>Follow ASHRAE recommendations, such as disable demand control ventilation and pre purge and post purge supported by TRANE, which is our HVAC vendor.</p> <p>Turn off water fountains, keep touchless bottle fillers open and have disposable paper cups available.</p> <p>Install touchless hand sanitizers throughout all buildings and next to staff time clocks.</p> <p>Detail inspection of all areas in all buildings prior to opening of school by the Director of Facilities and Building Principals.</p>	<p><u>Preparation for Opening of School Buildings:</u></p> <p>Custodial staff trained with Programs and Best Practices by Penn Valley Chemical.</p> <p>Clean and disinfect furniture, high touch areas and surfaces, restrooms, hallways, instructional spaces, and office spaces.</p> <p>Follow ASHRAE recommendations, such as disable demand control ventilation and pre purge and post purge supported by TRANE, which is our HVAC vendor.</p> <p>Turn off water fountains, keep touchless bottle fillers open and have disposable paper cups available.</p> <p>Install touchless hand sanitizers throughout all buildings and next to staff time clocks.</p> <p>Detail inspection of all areas in all buildings prior to opening of school by the Director of Facilities and Building Principals.</p>	<p>Director of Facilities</p>	<p>Cleaning products (see MSDS Sheets) Cleaning Supplies Electrostatic Sprayers Masks Gowns Gloves PASBO checklist</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Additional first shift custodians to help sanitize during the day district wide.</p> <p>Revise second shift supervision responsibilities and associated position.</p> <p>Students use disinfectant wipes to clean desk prior to class changes.</p> <p>Preparation for Student Transportation Services:</p> <p>Deep clean and sanitize all buses with approved disinfectant prior to resuming transportation services.</p> <p>Training for all contracted staff on social distancing and approved cleaning and sanitizing procedures provided by the contractor.</p>	<p>Additional first shift custodians to help sanitize during the day district wide</p> <p>Revise second shift supervision responsibilities and associated position.</p> <p>Students use disinfectant wipes to clean desk prior to class changes.</p> <p>Preparation for Student Transportation Services:</p> <p>Deep clean and sanitize all buses with approved disinfectant prior to resuming transportation services.</p> <p>Training for all contracted staff on social distancing and approved cleaning and sanitizing procedures provided by the contractor.</p>	<p>Director of Transportation</p>	<p>Cleaning products to be provided by busing contractor</p>	
<p>Cleaning, Sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains,</p>	<p><u>Daily</u> Cleaning, Sanitizing, Disinfecting and Ventilation Practices for School Buildings:</p> <p>Clean and disinfect furniture, high touch areas and surfaces, restrooms, hallways, instructional spaces, and office spaces every two hours during school day.</p>	<p><u>Daily</u> Cleaning, Sanitizing, Disinfecting and Ventilation Practices for School Buildings:</p> <p>Clean and disinfect furniture, high touch areas and surfaces, restrooms, hallways, instructional spaces, and office spaces every two hours during school day.</p>	<p>Director of Facilities Building Principal</p>		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>hallways, and transportation)</p>	<p>Provide staff during school day for bathroom cleaning.</p> <p>Laptops, equipment, educational materials wiped down daily.</p> <p>Increase outside air flow to buildings through modifications to ventilation system. Open windows when possible to increase access to outside air.</p> <p>Assign first shift custodians to disinfect restrooms and high traffic areas throughout the day.</p> <p>Supplement second shift with contracted cleaning services.</p> <p>Provide instruction for staff and students on cleaning cell phones and technology devices.</p> <p><u>Daily Cleaning, Sanitizing, Disinfecting and Ventilation Practices for School Buses:</u></p> <p>Limit students to one (except siblings) per seat on all school buses, with seating filled from back to front when feasible. All students will be assigned seats (K - 12).</p> <p>Face coverings are required for students when riding to and from school. Face coverings are</p>	<p>Provide staff during school day for bathroom cleaning.</p> <p>Laptops, equipment, educational materials wiped down daily.</p> <p>Increase outside air flow to buildings through modifications to ventilation system. Open windows when possible to increase access to outside air.</p> <p>Assign first shift custodians to disinfect restrooms and high traffic areas throughout the day.</p> <p>Supplement second shift with contracted cleaning services.</p> <p>Provide instruction for staff and students on cleaning cell phones and technology devices.</p> <p><u>Daily Cleaning, Sanitizing, Disinfecting and Ventilation Practices for School Buses:</u></p> <p>Limit students to two per seat on all school buses, with seating filled from back to front when feasible. All students will be assigned seats (K - 12).</p> <p>Face coverings are required for students when riding to and from school. Face coverings are</p>	<p>Director of Transportation</p>		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>required for drivers per DOH/PDE requirements.</p> <p>Maximize ventilation by opening at a minimum every third window.</p> <p>Clean and disinfect all bus seats seat backs, handrails and other high touch surfaces after every AM and PM run.</p> <p>Emergency Plan:</p> <p><u>School Buildings</u></p> <p>Staff member or student identified as positive COVID-19, receive tracing/areas of building and level of staff/student exposure from the School Nurse to inform next steps for cleaning and disinfecting areas or buildings, based on DOH guidelines.</p>	<p>required for drivers per DOH/PDE requirements.</p> <p>Maximize ventilation by opening at a minimum every third window.</p> <p>Clean and disinfect all bus seats seat backs, handrails and other high touch surfaces after every AM and PM run.</p> <p>Emergency Plan:</p> <p><u>School Buildings</u></p> <p>Staff member or student identified as positive COVID-19, receive tracing/areas of building and level of staff/student exposure from the School Nurse to inform next steps for cleaning and disinfecting areas or buildings, based on DOH guidelines.</p>			
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Use of electrostatic sprayers as needed for quarantine area / whole building disinfection. May require school closure or schedule modifications, decision to be made in conjunction with DOH recommendations.</p> <p>Follow ASHRAE recommendation and increase fresh air /ventilation</p>	<p>Use of electrostatic sprayers as needed for quarantine area / whole building disinfection. May require school closure or schedule modifications, decision to be made in conjunction with DOH recommendations.</p> <p>Follow ASHRAE recommendation and increase fresh air /ventilation</p>			

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>run time into buildings to ensure purge</p> <p>Inspection of all areas prior to reopening of school by Director of Facilities and Building Principal</p> <p><u>School Buses</u></p> <p>When a school bus driver or student passenger is identified as positive for COVID-19, remove the school bus from service for a minimum of three days and provide a spare bus.</p> <p>Deep clean and sanitize school bus with approved disinfectant.</p> <p>Inspect the school bus before returning to service.</p>	<p>run time into buildings to ensure purge</p> <p>Inspection of all areas prior to reopening of school by Director of Facilities and Building Principal</p> <p><u>School Buses</u></p> <p>When a school bus driver or student passenger is identified as positive for COVID-19, remove the school bus from service for a minimum of three days and provide a spare bus.</p> <p>Deep clean and sanitize school bus with approved disinfectant.</p> <p>Inspect the school bus before returning to service.</p>			

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Elementary Schools

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	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>Wyomissing Hills (K-4 known in this plan as WHEC)</p> <p>West Reading Elementary Center (grades 5 and 6 known in this plan as WREC)</p> <p>WHEC and WREC - Individual student desks will be forward facing. Students will be separated by 6 feet and classrooms and learning spaces not to exceed 13 students unless unexpected events require modification to this limitation</p> <p>WHEC and WREC – During small group instruction, a maximum of 2 students will sit at a table. Students will be seated at opposite ends of table.</p> <p>Teacher/paraprofessional will be provided with a Plexiglass divider.</p>	<p>Wyomissing Hills (K-4 known in this plan as WHEC)</p> <p>West Reading Elementary Center (grades 5 and 6 known in this plan as WREC)</p> <p>Remove unnecessary furniture, rugs, materials, etc. to maximize classroom floor space.</p> <p>WHEC - Individual student desks will be forward facing. Students will be separated by 3-6 feet and classroom and learning spaces not to exceed 25 students.</p> <p>WREC - Student desks spaced throughout individual classrooms to maximum extent feasible, facing forward towards the front of the classroom and separated by 3-6 feet.</p>	<p>Classroom Teacher Paraprofessional Principal Assistant Principal</p>	<p>Plexiglass Dividers</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Students will be limited to one student out of the classroom at a time whenever possible.</p> <p>Remove unnecessary furniture, rugs, materials, etc. to maximize classroom floor space.</p>	<p>Classrooms/learning spaces not to exceed 25 students unless unexpected events require modification to this limitation. During small group instruction, each instructor (teacher/ paraprofessional) will be provided a Plexiglass divider.</p> <p>Students will be limited to one student out of the classroom at a time whenever possible.</p>			
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>WREC and WHEC - Morning Breakfast will be “grab and go” with students that choose to eat breakfast at school taking their food to their homeroom classrooms to eat.</p> <p>WHEC - Cafeteria will not be used for student dining unless unexpected events require modification to this limitation. Grab and Go lunches will be delivered to classroom.</p> <p>Designate a peanut-free area within the classroom.</p> <p>WHEC - Lunch coverage scheduled utilizing consistent building specialists and classroom instructional assistants, and part-time lunch monitors.</p>	<p>WHEC and WREC - Morning Breakfast will be “grab and go” with students that choose to eat breakfast at school taking their food to their homeroom classrooms to eat.</p> <p>WHEC - Cafeteria will not be used for student dining unless unexpected events require modification to this limitation. Grab and Go lunches will be delivered to classroom.</p> <p>Designate a peanut-free area within the classroom.</p> <p>WHEC - Lunch coverage scheduled utilizing consistent building specialists and classroom instructional assistants and part-time lunch monitors.</p>	<p>Principal Assistant Principal Food Service Director Classroom Assistants Specialists Lunch Aides</p>	<p>Hire additional part-time lunch aides</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Classroom surfaces are cleaned at the conclusion of lunch.</p> <p>WREC - While in the cafeteria and or at the playground, social distancing protocols will be enforced. Social distancing will meet or exceed the recommended six feet distance.</p> <p>WREC - Based on current Governor order during school year, lunch may be moved to classrooms and other spaces. This may require modifications to the school schedule.</p> <p>WREC/WHEC – Eliminate, postpone or modify student activities (chorus, group music lessons, etc.) to ensure social distancing and mask requirements are in place.</p>	<p>Classroom surfaces are cleaned at the conclusion of lunch.</p> <p>WREC - While in the cafeteria and or at the playground, social distancing protocols will be enforced. Social distancing will meet or exceed the recommended six feet distance.</p> <p>WREC - Based on current Governor order during school year, lunch may be moved to classrooms and other spaces. This may require modifications to the school schedule.</p> <p>WREC/WHEC – Eliminate, postpone or modify student activities (chorus, group music lessons, etc.) to ensure social distancing and mask requirements are in place.</p>	<p>WREC Principal School staff</p>		
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Implement hand washing as part of the arrival and dismissal routines and before and after meals; encourage students to be spaced well apart and stay with assigned groups.</p> <p>Hand sanitizer available in cafeteria.</p>	<p>Implement hand washing as part of the arrival and dismissal routines and before and after meals; encourage students to be spaced well apart and stay with assigned groups.</p> <p>Hand sanitizer available in cafeteria.</p>	<p>Principal Assistant Principal Teachers Aides Maintenance</p>	<p>Disinfectant Wipes Sanitizing stations near cafeteria Towels/soap</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Disinfecting wipes available in classrooms.</p> <p>Students provide their own water bottles, marked with student name.</p>	<p>Disinfecting wipes available in classrooms.</p> <p>Students provide their own water bottles, marked with student name.</p>			
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>District issued signs will be posted on all exterior doors requiring individuals to wear a face covering.</p> <p>Posters will be posted throughout buildings to promote healthy practices.</p>	<p>District issued signs will be posted on all exterior doors requiring individuals to wear a face covering.</p> <p>Posters will be posted throughout buildings to promote healthy practices.</p>	<p>Maintenance staff Principal Secretarial Staff</p>	<p>All school buildings will be provided signs which will be consistent and pictorial</p>	
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Personnel will need to be deemed “essential” in order to enter the school. All visitors will need to report to the front office as our current standard operating procedures.</p> <p>WHEC - Table in lobby vestibule for parents to drop off lunches/items for students.</p> <p>Volunteers will not be utilized.</p> <p>Student teachers will not be utilized.</p>	<p>Personnel will need to be deemed “essential” in order to enter the school. All visitors will need to report to the front office as our current standard operating procedures.</p> <p>WHEC - Table in lobby vestibule for parents to drop off lunches/items for students.</p> <p>Volunteers will not be utilized.</p> <p>Student teachers will not be utilized.</p>	<p>Office staff School staff Principal</p>	<p>WHEC – Table for parent lobby vestibule</p>	

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>WHEC - Gymnasium - Utilize partitions in gymnasium to divide classes into groups no larger than 13.</p> <p>Create 6 ft. student spaces on floor with tape.</p> <p>Students to participate in physical education activities outside whenever possible.</p> <p>Additional use of the All-Purpose Room for PE classes, if inclement weather.</p> <p>Walking clubs, reading, and other non-contact activities will be implemented.</p> <p>Eliminate sharing of items that are difficult to clean, sanitize, or disinfect. Students prohibited from sharing towels, clothing, or other items used to wipe their faces or hands.</p> <p>Ensure an adequate supply of items to minimize sharing of equipment to the extent possible (e.g., protective gear, balls, bats); otherwise, limit use of supplies and equipment to one group of players at a time and clean and disinfect between use.</p>	<p>WHEC - Gymnasium - Utilize partitions in gymnasium to divide classes into groups no larger than 25.</p> <p>Create 6 ft. student spaces on floor with tape.</p> <p>Students to participate in physical education activities outside whenever possible.</p> <p>Additional use of the All-Purpose Room for PE classes, if inclement weather.</p> <p>Eliminate sharing of items that are difficult to clean, sanitize, or disinfect. Students prohibited from sharing towels, clothing, or other items used to wipe their faces or hands.</p> <p>Ensure an adequate supply of items to minimize sharing of equipment to the extent possible (e.g., protective gear, balls, bats); otherwise, limit use of supplies and equipment to one group of players at a time and clean and disinfect between use.</p>	<p>Maintenance staff</p> <p>Director of Facilities</p> <p>Principal</p> <p>PE Staff</p>	<p>PE Supplies and Equipment</p>	

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>PE staff develop lessons for non-contact activities.</p> <p>WREC – Gymnasium - PE activities will be limited to those that allow for appropriate social distancing.</p> <p>Students prohibited from sharing equipment.</p> <p>Playground/Recess- No shared use of playground equipment.</p> <p>Community use of facilities will be limited / suspended at this time, and governed by the WASD Athletic Department Reentry Plan for Athletics and Extra-Curricular Activities.</p>	<p>PE staff develop lessons for non-contact activities.</p> <p>WREC – PE activities will be limited to those that allow for appropriate social distancing and minimal sharing of items.</p> <p>Eliminate sharing of items that are difficult to clean, sanitize, or disinfect.</p> <p>Playground/Recess - Additional protocols will be developed by Principals to cover use of equipment at recess.</p> <p>Community use of facilities will be governed by the WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities.</p>	<p>Principal Supervisors Maintenance PE Staff</p>	<p>Cleaning Supplies</p>	
<p>Limiting the sharing of materials among students</p>	<p>There will be no communal or shared school supplies including special areas materials.</p> <p>When library books are returned, there will be a 5-day wait time after books are wiped down until they are re-shelved.</p> <p>Technology devices will be 1:1.</p>	<p>There will be no communal or shared school supplies including special areas materials.</p> <p>When library books are returned, there will be a 5-day wait time after books are wiped down until they are re-shelved.</p> <p>Technology devices will be 1:1.</p>	<p>Principal Classroom teachers School staff Maintenance</p>	<p>Schools will need to purchase materials for student use</p>	<p>Yes, Staff/ students</p>

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>Staggering the use of communal spaces and hallways</p>	<p>WHEC - Building schedules will be developed to lessen student transitions throughout the school day. Specials will be conducted in the student homerooms.</p> <p>PE regularly scheduled, will be conducted outside weather permitting.</p> <p>Arrival/Dismissal: Stagger times to reduce the number of students and staff in hallways. This may need to begin earlier and end later than in previous school years.</p> <p>Students will be dismissed from homeroom class.</p> <p>Add entry points into building during arrival time.</p> <p>Add exit points from the building during dismissal time.</p> <p>WREC - Student movement between classes will be staggered to limit students in the hallway at the same time.</p>	<p>WHEC - Building schedules will be developed to lessen student transitions throughout the school day. Specials will be conducted in the student homerooms.</p> <p>PE regularly scheduled, will be conducted outside weather permitting.</p> <p>Arrival/Dismissal: Stagger times to reduce the number of students and staff in hallways. This may need to begin earlier and end later than in previous school years.</p> <p>Students will be dismissed from homeroom class.</p> <p>Add entry points into building during arrival time.</p> <p>Add exit points from the building during dismissal time.</p> <p>WREC - Student movement between classes will be staggered to limit students in the hallway at the same time.</p>	<p>Principal Assistant Principal Specialists Teachers Classroom Aides</p>		<p>Yes, Staff/ students</p>

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>Alternate routes to areas of the building will be used to minimize student traffic.</p> <p>Students will report directly to homerooms upon arrival to school. No general homeroom in the gymnasium.</p>	<p>Alternate routes to areas of the building will be used to minimize student traffic.</p> <p>Students will report directly to homerooms upon arrival to school. No general homeroom in the gymnasium.</p>			
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>Collaborate with transportation to minimize the number of students transported on each bus to the maximum extent feasible. Current plan is one student per seat, except for siblings, to use less than 50% of bus capacity.</p> <p>Collaborate with transportation to stagger drop off and pick up times to limit students transitioning into or out of the building at one time.</p> <p>WHEC – Stagger bus arrival to minimize traffic and maximize space for anticipated longer car line during arrival and dismissal.</p> <p>WREC –</p> <ul style="list-style-type: none"> • Students report to the first period room instead of meeting together in the gymnasium. 	<p>Collaborate with transportation to minimize the number of students transported on each bus to the maximum extent feasible. Current plan is two students per seat to use less than 75% capacity.</p> <p>Collaborate with transportation to stagger drop off and pick up times to limit students transitioning into or out of the building at one time.</p> <p>WHEC – Stagger bus arrival to minimize traffic and maximize space for anticipated longer car line during arrival and dismissal.</p> <p>WREC –</p> <ul style="list-style-type: none"> • Students report to the first period room instead of meeting together in the gymnasium. 	<p>Principal Assistant Principal Business Administrator Transportation Teachers</p> <p>Principal Assistant Principal Transportation Local Law Enforcement – Traffic</p> <p>Principal Classroom teachers School staff</p>		

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<ul style="list-style-type: none"> • Bus riders, walkers, parent drop-off students all use different enter and exit doors. • Stagger dismissal times for groups of students through specific drop off and pick up zone for buses. • Students not allowed in the building and buses do not start arriving with students until 8:00. <p>Provide information to students and parents regarding the importance of face coverings if choosing to carpool.</p>	<ul style="list-style-type: none"> • Bus riders, walkers, parent drop-off students all use different enter and exit doors. • Stagger dismissal times for groups of students through specific drop off and pick up zone for buses. • Students not allowed in the building and buses do not start arriving with students until 8:00. <p>Provide information to students and parents regarding the importance of face coverings if choosing to carpool.</p>			
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p>WHEC - Special area classroom teachers will provide instruction in the regular education teacher's classroom when appropriate.</p> <p>Staff meetings and PD will be delivered either to small groups or virtually.</p> <p>Assemblies and field trips will be postponed.</p> <p>WREC - Classroom sections not to exceed 13 students whenever possible.</p>	<p>WHEC - Special area teachers will provide instruction in the regular education teacher's classroom when appropriate.</p> <p>Staff meetings and Professional Development will be delivered to small groups or virtually.</p> <p>Assemblies and field trips will be postponed.</p> <p>WREC - Classroom sections not to exceed 25 students whenever possible.</p>	<p>Building Administrators Paraprofessionals Teachers</p>		<p>Yes, Staff/ students</p>

Requirements	Action Steps under Yellow Phase 50% of students attending In-person instruction	Action Steps under Green Phase All students may attend In-person instruction	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>No flexible grouping of students. Regular education students generally will be only with their homeroom classmates.</p> <p>No assemblies or large group events.</p>	<p>No flexible grouping of students. Regular education students generally will be only with their homeroom classmates.</p> <p>No assemblies or large group events.</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>WHEC - Develop plan for Y Care Program that complies with WASD Plan. Communicate plan components with Y Care Staff, parents/guardians and WHEC staff.</p> <p>WREC - Pre-K students/staff will be limited to their classroom while inside.</p> <p>Pre-K schedule will be staggered so arrival/departure, lunch and recess does not conflict with regular building schedule.</p> <p>Continue to reassess procedures for all areas to ensure student and staff safety is at the forefront.</p>	<p>WHEC - Develop plan for Y Care Program that complies with WASD Plan. Communicate plan components with Y Care Staff, parents/guardians and WHEC staff.</p> <p>WREC - Pre-K students/staff will be limited to their classroom while inside.</p> <p>Pre-K schedule will be staggered so arrival/departure, lunch and recess does not conflict with regular building schedule.</p> <p>Continue to reassess procedures for all areas to ensure student and staff safety is at the forefront.</p>	<p>Assistant Superintendent Business Administrator Principal BCIU Staff</p>		<p>Ongoing discussion with all stakeholders</p>
<p>Other social distancing and safety practices</p>					<p>Ongoing discussion with all stakeholders</p>

Junior/Senior High school

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* 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>Remove unnecessary furniture, upholstered furniture and rugs.</p> <p>Individual student desks will be forward facing. Student desks will be separated by 6 feet.</p> <p>During small group instruction, each instructor (teacher/ paraprofessional) will be provided a Plexiglass divider.</p> <p>Students will be limited to one student out of the classroom at a time when possible.</p>	<p>Remove unnecessary furniture, upholstered furniture and rugs.</p> <p>Individual student desks will be forward facing. Student desks will be separated by 3-6 feet.</p> <p>During small group instruction, each instructor (teacher/ paraprofessional) will be provided a Plexiglass divider.</p> <p>Students will be limited to one student out of the classroom at a time when possible.</p>	<p>Principal Assistant Principal Supervisors Maintenance Business Administrator</p> <p>Classroom Teacher</p> <p>Principal</p>	<p>125 Plexiglass divider</p>	<p>Y</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>The cafeteria and the New Gym will be used for student dining; with a reduced student population in the building during the yellow phase. Each facility will space students 6 feet apart.</p> <p>Outside seating will be expanded for students to eat lunch.</p> <p>Table surfaces will be cleaned at the conclusion of lunch in all areas.</p> <p>Based on current Governor order during school year, lunch may be moved to classrooms and other spaces.</p>	<p>The cafeteria, New Gym as well as an expanded use of dining areas extended from the cafeteria will be used for student dining to provide social distancing of 6 feet for each student.</p> <p>Outside seating will be expanded for students to eat lunch.</p> <p>Table surfaces will be cleaned at the conclusion of lunch in all areas.</p> <p>Based on current Governor order during school year, lunch may be moved to classrooms and other spaces.</p>	<p>Principal Assistant Principal Supervisors Maintenance</p>	<p>6' folding tables and chairs must be inventoried. Acquisition of additional tables and chairs may be necessary. Trash cans and cleaning supplies in the auxiliary dining areas. Installation of a tent and additional tables to expand outdoor dining area</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	This may require modifications to the school schedule.	This may require modifications to the school schedule.			
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Extended time for students to arrive and depart the cafeteria to encourage handwashing before meals and after meals.</p> <p>Increase sanitizing stations throughout the building and in large areas.</p> <p>Disinfecting wipes available in classrooms and large group rooms to clean surfaces.</p> <p>Students provide their own water bottles, marked with student name.</p>	<p>Extended time for students to arrive and depart the cafeteria to encourage handwashing before and after meals.</p> <p>Increase sanitizing stations throughout the building and in large areas.</p> <p>Disinfecting wipes available in classrooms and large group rooms to clean surfaces.</p> <p>Students provide their own water bottles, marked with student name.</p>	<p>Principal Assistant Principal Supervisors Maintenance</p>	<p>Increased sanitizing units throughout building</p> <p>Disinfectant wipes</p>	<p>Y</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>District issued signs will be posted on all exterior doors requiring individuals to wear a face covering.</p> <p>Posters will be posted throughout buildings to promote healthy practices.</p> <p>Reinforce the rule that students may not share lockers at any time.</p>	<p>District issued signs will be posted on all exterior doors requiring individuals to wear a face covering.</p> <p>Posters will be posted throughout buildings to promote healthy practices.</p> <p>Reinforce the rule that students may not share lockers at any time.</p>	<p>Maintenance staff Building Administrator Secretarial Staff</p>	<p>All school buildings will be provided signs which will be consistent and pictorial</p>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Personnel will need to be deemed “essential” in order to enter the school. All visitors will need to report to the front office following current standard operating procedures.</p> <p>Table in main lobby for parents to drop off lunches/items for students.</p> <p>Volunteers will not be utilized.</p> <p>Student teachers will not be utilized.</p>	<p>Personnel will need to be deemed “essential” in order to enter the school. All visitors will need to report to the front office following current standard operating procedures.</p> <p>Table in main lobby for parents to drop off lunches/items for students.</p> <p>Volunteers will not be utilized.</p> <p>Student teachers will not be utilized.</p>	<p>Building administrator Front office personnel School staff School Police Officer</p>		<p>Y</p>
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>Gymnasium - Utilize partitions in gymnasium to divide classes into groups no larger than 25 and/or utilize additional gymnasium, fitness rooms and outdoor facilities to ensure 6 ft. social distance.</p> <p>Eliminate sharing of items that are difficult to clean, sanitize, or disinfect. Students prohibited from sharing towels, clothing, or other items used to wipe their faces or hands.</p> <p>Assure an adequate supply of items to minimize sharing of equipment to the extent possible (e.g., protective gear, balls, bats, water bottles); otherwise, limit use of supplies and equipment to one group of players at a time and</p>	<p>Gymnasium - Utilize partitions in gymnasium to divide classes and utilizing spaces that provide social distancing of 6 feet.</p> <p>Eliminate sharing of items that are difficult to clean, sanitize, or disinfect. Students prohibited from sharing towels, clothing, or other items used to wipe their faces or hands.</p> <p>Assure an adequate supply of items to minimize sharing of equipment to the extent possible (e.g., protective gear, balls, bats, water bottles); otherwise, limit use of supplies and equipment to one group of players at a time</p>	<p>Principal Assistant Principal Supervisors Maintenance PE Staff</p>	<p>Household disinfectants</p>	

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>clean and disinfect between use.</p> <p>Hold PE classes outside whenever possible.</p> <p>PE staff develop lessons for contact less activities.</p>	<p>and clean and disinfect between use.</p> <p>Hold PE classes outside whenever possible.</p> <p>PE staff develop lessons for contact less activities.</p>			
Limiting the sharing of materials among students	<p>Materials must be cleaned before being used by other groups of students.</p> <p>Computers cleaned between use.</p> <p>When library books are checked back in there will be a 5-day wait time after books are wiped down until they are returned to the shelves.</p> <p>For lab classes, shared essential materials will be cleaned and sanitized.</p>	<p>Materials must be cleaned before being used by other groups of students.</p> <p>Computers cleaned between use.</p> <p>When library books are checked back in there will be a 5-day wait time after books are wiped down until they are returned to the shelves.</p> <p>For lab classes, shared essential materials will be cleaned and sanitized.</p>	Principal Assistant Principal Supervisors Maintenance	Disinfecting wipes Hand Sanitizing wall mount/ pump	N
Staggering the use of communal spaces and hallways	<p>End of day dismissal will be staggered to limit the number of students in the hallway at one time.</p> <p>Stay to the right when walking through hallways.</p> <p>No grade level meetings in the Auditorium.</p> <p>Modifications to building schedule may be required.</p>	<p>End of day dismissal will be staggered to limit the number of students in the hallway at one time.</p> <p>Stay to the right when walking through hallways.</p> <p>No grade level meetings in the Auditorium.</p> <p>Modifications to building schedule may be required.</p>	Principal Assistant Principal Supervisors Maintenance	Scheduling: May need a longer advisory to address non class meetings	N

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Adjusting transportation schedules and practices to create social distance between students	<p>Students report to the first period room instead of waiting in large group areas.</p> <p>Provide information for parents and students regarding the importance of face coverings if choosing to carpool to/from school.</p> <p>Adjust the bussing and start time for JSHS which affects the start time for WREC and WHEC, by 15 minutes.</p> <p>Stagger dismissal times for groups of students.</p>	<p>Students report to the first period room instead of waiting in large group areas.</p> <p>Provide information for parents and students regarding the importance of face coverings if choosing to carpool to/from school.</p> <p>Adjust the bussing and start time for JSHS which affects the start time for WREC and WHEC, by 15 minutes.</p> <p>Stagger dismissal times for groups of students.</p>	Principal Assistant Principal Supervisors Maintenance	Revised daily schedules	N
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p>Auditorium usage per DOH guidelines for group size and social distancing.</p> <p>Staff meetings and PD delivered in the auditorium, in small groups or virtually.</p> <p>Assemblies will be postponed.</p>	<p>Auditorium limited to usage that provides 6ft. social distancing.</p> <p>Staff meetings and PD delivered in the auditorium, in small groups or virtually.</p> <p>Assemblies will be postponed.</p>	Principal Assistant Principal Supervisors Maintenance	125 Plexiglass divider	Yes – for teachers to develop activities
Other social distancing and safety practices	Continue to reassess procedures for all areas to ensure student and staff safety is at the forefront.	Continue to reassess procedures for all areas to ensure student and staff safety is at the forefront.	Principal Assistant Principal Assistant Superintendent Supervisors Maintenance		Ongoing discussion with all stakeholders

Junior/Senior High Athletics/Activities

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Practice Guidelines	<p>Many athletic and student activities will be cancelled, postponed or modified based on PIAA and DOH guidelines.</p> <p>Community usage of facilities will be limited/suspended during this phase.</p> <p>Details regarding sports, extra-curricular activities and community usage of facilities are detailed in the WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities.</p>	<p>Status of sports and activities based on DOH and PIAA guidelines.</p> <p>Details regarding sports, extra-curricular activities, and community use of facilities are detailed in the WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities.</p>	Team Coaches Athletic Trainers	Guidelines from PIAA, DOH and NFHS	Yes
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	<p>Twice per day cleaning of equipment, locker rooms, training rooms.</p> <p>Use of hand sanitizer.</p> <p>Wash hands before and after activities.</p>	<p>Twice per day cleaning of equipment, locker rooms, training rooms.</p> <p>Use of hand sanitizer.</p> <p>Wash hands before and after activities.</p>	Director of Facilities Custodians Staff	Hand sanitizer	Yes
* Posting signs, in highly visible locations, that promote everyday	District issued signs will be posted in locker rooms, bathrooms, training rooms.	District issued signs will be posted in locker rooms, bathrooms, training rooms.	Maintenance and security staff	Signage in these spaces	Yes

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
protective measures, and how to stop the spread of germs	District issued signs in spectator areas regarding social distancing.	District issued signs in spectator areas regarding social distancing			
* Identifying and restricting non-essential visitors and volunteers	<p>Only essential personnel permitted to assist approved activities.</p> <p>Details contained in WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities.</p>	Details contained in WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities.	Team Coaches Athletic Department	Not needed	No
Limited the sharing of materials among students	Students provide their own water bottles, marked with student name.	Students provide their own water bottles, marked with student name.	Teach Coaches Athletic Department	May need water bottles	No
Staggering the use of communal spaces and hallways	<p>Use of locker rooms, training room and weight room limited to comply with DOH guidelines and WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities.</p> <p>Out of season athletes will have no access to Training Room, Locker Rooms, and Weight Room.</p>	<p>Use of locker rooms, training room and weight room limited to comply with DOH guidelines and WASD Athletic Department Reentry Plan for Sports and Extra-Curricular Activities.</p> <p>Out of season athletes may have limited access to Training Room, Locker Rooms, and Weight Room.</p>	Team Coaches Athletic Department	Non needed	No

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation 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?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>As needed monitoring in the health office for anyone who appears or becomes ill at school: Ask COVID-19 screening questions: History of exposure to suspected or confirmed COVID-19? Temperature greater than 100.4? Cough, shortness of breath, sore throat, stomachache, headache, rash, loss of appetite, smell and/or taste?</p> <p>Advise and provide training for parent self- monitoring of students and staff prior to coming to school.</p> <p>Require staff to stay home if they are sick and parents to keep sick children home.</p> <p>Adopt flexible attendance policies for students and staff.</p> <p>Closely monitor daily absence rates of students and staff.</p> <p>Provide educational materials to all stakeholders (staff, students, parents/guardians) on the signs and symptoms of</p>	<p>As needed monitoring in the health office for anyone who appears or becomes ill at school: Ask COVID-19 screening questions: History of exposure to suspected or confirmed COVID-19? Temperature greater than 100.4? Cough, shortness of breath, sore throat, stomachache, headache, rash, loss of appetite, smell and/or taste?</p> <p>Advise and provide training for parent self-monitoring of students and staff prior to coming to school.</p> <p>Require staff to stay home if they are sick and parents to keep sick children home.</p> <p>Adopt flexible attendance policies for students and staff.</p> <p>Closely monitor daily absence rates of students and staff.</p> <p>Provide educational materials to all stakeholders (staff, students, parents/guardians) on the signs and symptoms of</p>	<p>Director of Pupil Services</p> <p>Building Nurse</p>	<p>Infrared notouch thermometers</p> <p>Face coverings (masks and shields) for all staff</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>COVID-19 at home before sending children to school and/or reporting to work.</p> <p>Educate parents/guardians on the importance of keeping symptomatic children home from school.</p> <p>Educate all staff on the importance of staying home if symptomatic.</p> <p>Use Kinsa program to provide access to free thermometers for all students in grades K-6 for use at home.</p>	<p>COVID-19 at home before sending children to school and/or reporting to work.</p> <p>Educate parents/guardians on the importance of keeping symptomatic children home from school.</p> <p>Educate all staff on the importance of staying home if symptomatic.</p> <p>Use Kinsa program to provide access to free thermometers for all students in grades K-6 for use at home.</p>			
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Isolate and monitor symptomatic students and staff in the health office/isolation area that is well-ventilated and easy to disinfect.</p> <p>Isolate symptomatic students and staff and facilitate family contact to seek medical attention.</p> <p>Provide appropriate PPE, along with DOH/CDC guidelines and instructions for donning and doffing PPE, to staff in the nurse's suite</p>	<p>Isolate and monitor symptomatic students and staff in the health office/isolation area that is well-ventilated and easy to disinfect.</p> <p>Isolate symptomatic students and staff and facilitate family contact to seek medical attention.</p> <p>Provide appropriate PPE, along with DOH/CDC guidelines and instructions for donning and doffing PPE, to staff in the nurse's suite</p>	<p>Director of Pupil Services</p> <p>Building Nurse</p>	<p>Isolation rooms with proper ventilation</p> <p>PPE for all staff supporting symptomatic individuals in the isolation area(s).</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	interacting directly with a symptomatic student or staff member.	interacting directly with a symptomatic student or staff member.			
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>If a student exhibits two or more symptoms of COVID-19, has a negative COVID-19 test and/or has no evidence of exposure, may return to school if fever free for 72 hours. Students will be readmitted after they are cleared by a medical professional and provide appropriate documentation.</p> <p>Require any individual who is sent home with symptoms to secure a COVID-19 test or medical clearance prior to returning.</p> <p>Allow provision of results of a negative COVID-19 test to be requested.</p> <p>It is the responsibility of the DOH to contact a student or staff person with COVID-19, inform close contacts of their possible exposure, and give instructions to those involved regarding self-quarantine and exclusions.</p>	<p>If a student exhibits two or more symptoms of COVID-19, has a negative COVID-19 test and/or has no evidence of exposure, may return to school if fever free for 72 hours. Students will be readmitted after they are cleared by a medical professional and provide appropriate documentation.</p> <p>Require any individual who is sent home with symptoms to secure a COVID-19 test or medical clearance prior to returning.</p> <p>Allow provision of results of a negative COVID-19 test to be requested.</p> <p>It is the responsibility of the DOH to contact a student or staff person with COVID-19, inform close contacts of their possible exposure, and give instructions to those involved regarding self-quarantine and exclusions.</p>	<p>Director of Pupil Services</p> <p>Building Nurse</p>		

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	If WASD is notified of a student or staff member with a confirmed case of COVID-19, the District will take every measure to maintain the confidentiality of the affected individual.	If WASD is notified of a student or staff member with a confirmed case of COVID-19, the District will take every measure to maintain the confidentiality of the affected individual.			
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Superintendent or designee will communicate changes in safety protocols and school closures on the school website, electronic communications, using School Messenger platform.	Superintendent or designee will communicate changes in safety protocols and school closures on the school website, electronic communications, using School Messenger platform.	Superintendent		
Other monitoring and screening practices	<p>All students/staff who appear ill or are exhibiting symptoms will be assessed by the school nurse.</p> <p>For known or suspected COVID-19 cases, DOH officials will be notified for further instruction.</p> <p>Staff and students with exposure of confirmed case will be notified while maintaining confidentiality.</p> <p>If a student or staff is aware of an exposure to a positive COVID-19 case they are required to contact their physician for treatment,</p>	<p>All students/staff who appear ill or are exhibiting symptoms will be assessed by the school nurse.</p> <p>For known or suspected COVID-19 cases, DOH officials will be notified for further instruction.</p> <p>Staff and students with exposure of confirmed case will be notified while maintaining confidentiality.</p> <p>If a student or staff is aware of an exposure to a positive COVID-19 case they are required to contact their physician for treatment,</p>	<p>Director of Pupil Services</p> <p>Building Nurse</p>		Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>isolation, and quarantine instructions.</p> <p>If a parent/guardian notifies the school of a potential exposure by a student, staff member or school visitor, the district will contact the DOH for further guidance.</p>	<p>isolation, and quarantine instructions.</p> <p>If a parent/guardian notifies the school of a potential exposure by a student, staff member or school visitor, the district will contact the DOH for further guidance.</p>			

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Protecting students and staff at higher risk for severe illness</p>	<p>Develop a 504 Plan or Individualized Health Plan for students identified as 'high-risk' by their physician.</p> <p>Prohibit field trips and curriculum based instruction outside of the District.</p> <p>Eliminate perfect attendance awards.</p> <p>Bathrooms and changing tables in special education classrooms will be disinfected before and after student use.</p> <p>Augmentative and Alternative Communication (AAC) devices will be disinfected every time a student enters or exits a classroom.</p> <p>Avoid the use of communicable objects for student reinforcement. When objects must be shared, they will be disinfected immediately before and after student use.</p> <p>Staff working in low-incidence programs will be provided appropriate PPE, wear gloves</p>	<p>Develop a 504 Plan or Individualized Health Plan for students identified as 'high-risk' by their physician.</p> <p>Prohibit field trips and curriculum based instruction outside of the District.</p> <p>Eliminate perfect attendance awards.</p> <p>Bathrooms and changing tables in special education classrooms will be disinfected before and after student use.</p> <p>Augmentative and Alternative Communicate (AAC) devices will be disinfected every time a student enters or exits a classroom.</p> <p>Avoid the use of communicable objects for student reinforcement. When objects must be shared, they will be disinfected immediately before and after student use.</p> <p>Staff working in low-incidence programs will be provided appropriate PPE, wear gloves</p>	<p>Director of Pupil Services</p> <p>Building Nurse</p> <p>Human Resource Generalist</p>	<p>Infrared no touch thermometers</p> <p>Face coverings (masks and shields) for all staff</p> <p>PPE</p> <p>Additional reinforcement materials and/or student instructional materials</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>when feeding students and wash hands following a 1:1 session.</p> <p>Review plan components and ensure compliance with any/all contracted service providers who will be working at schools or with WASD students.</p>	<p>when feeding students and wash hands following a 1:1 session.</p> <p>Review plan components and ensure compliance with any/all contracted service providers who will be working at schools or with WASD students.</p>			
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>A face covering, covering your mouth and nose must be worn in all public areas and in spaces with another person or people within 6 feet. Masks and face shields will be provided for all professional and paraprofessional staff. Masks from home are appropriate. No person may enter a building without a face covering. Signs are placed at each entrance.</p> <p>Staff unable to wear a face covering due to a specific health condition must discuss accommodation with HR. In such cases, alternate staffing assignment may be made. Refusal to wear a mask will result in being sent home from work unpaid and be subject to discipline action.</p> <p>N95 masks provided for nursing staff.</p>	<p>A face covering, covering your mouth and nose must be worn in all public areas and in spaces with another person or people within 6 feet. Masks will be provided for all staff. Face shields will be provided for all professional and paraprofessional staff. Masks from home are appropriate. No person may enter a building without a face covering. Signs are placed at each entrance.</p> <p>Staff unable to wear a face covering shield due to a specific health condition must discuss accommodation with HR. In such cases, alternate staffing assignment may be made. Refusal to wear a mask will result in being sent home from work unpaid and be subject to discipline action.</p> <p>N95 masks provided for nursing staff.</p>	<p>Human Resource Generalist Building Principal/ Supervisor</p>	<p>Face Coverings N95 Masks</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	Face coverings must be worn at all times, with exception of while eating/drinking with six feet of social distance or outside with six feet of social distance.	Face coverings must be worn at all times, with exception of while eating/drinking with six feet of social distance or outside with six feet of social distance.			
* Use of face coverings (masks or face shields) by students	<p>Face coverings will be required for all students. If a student has a medical need that makes them unable to wear a face covering, parents must provide written documentation from a medical professional. Additionally, if a student has a developmental or intellectual disability prohibiting them from tolerating a facial covering, they will be provided instruction and support in doing so and will be supported in maintaining 6ft from other students.</p> <p>If a parent/guardian indicates that a student has a medical condition that prevents student from wearing a face covering at school, documentation from a medical professional is required. Administration may work with parent/guardian to provide virtual education to ensure safety for all students.</p>	<p>Face coverings will be required for all students. If a student has a medical need that makes them unable to wear a face covering, parents must provide written documentation from a medical professional. Additionally, if a student has a developmental or intellectual disability prohibiting them from tolerating a facial covering, they will be provided instruction and support in doing so and will be supported in maintaining 6ft from other students.</p> <p>If a parent/guardian indicates that a student has a medical condition that prevents student from wearing a face covering at school, documentation from a medical professional is required. Administration may work with parent/guardian to provide virtual education to ensure safety for all students.</p>	Building Principal	Face Coverings	N
Unique safety protocols for students with complex needs or	IEPs or 504 Service Plans in collaboration with medical plans to provide health and safety	IEPs or 504 Service Plans in collaboration with medical plans to provide health and safety	IEP Teacher Principal	Infrared no-touch thermometers	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
other vulnerable individuals	<p>provisions for students with complex needs/vulnerable individuals.</p> <p>Students and staff working in Special Education classrooms with our low incidence population groups will perform daily temperature checks using a no-touch infrared thermometer.</p>	<p>provisions for students with complex needs/vulnerable individuals.</p> <p>Students and staff working in Special Education classrooms with our low incidence population groups will perform daily temperature checks using a no-touch infrared thermometer.</p>			
Strategic deployment of staff	Minimal on site staff, virtual meetings when possible, shared spaces will be divided by barriers or staff will be relocated.	Minimal on site staff, virtual meetings when possible, shared spaces will be divided by barriers or staff will be relocated.	Administration	Plexiglass, office panels, shower curtains	N

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Health and Safety Plan Overview and Training	All Staff/ Contracted Staff	Jessica Lengle Director of Pupil Services	Small Group Sessions or Online Workshops	Health and Safety Plan	August 1, 2020	August 31, 2020
COVID-19 Specific Cleaning and Sanitizing Practices	Custodial Staff	Mike Cafoncelli Director of Facilities	Small Group Sessions or Online Workshops	Applicable cleaning supplies	August 1, 2020	August 31, 2020
Proper Social Distancing, Masking, and Preventative strategies for the classroom	Teaching and Professional Staff	Melissa Woodard Assistant Superintendent	Small Group Sessions or Online Workshops	Classroom space for demonstration; masks and PPE	August 1, 2020	August 31, 2020
Hygiene Practices for Students and Staff	All Staff/ Contracted Staff	School Nurses	Small Group Sessions or Online Workshops	General supplies for handwashing and hygiene practices	August 1, 2020	August 31, 2020
Symptom Screening	All Staff	School Nurses	Small Group Sessions or Online Workshops	CDC and DOH Symptom Information	August 1, 2020	August 31, 2020
Isolation and Quarantine Protocol	Nursing Staff	Director of Pupil Services	Small Group Sessions or Online Workshops	Review of policy; DOH an CDC Recommendations, as well as WASD Plan	August 1, 2020	August 31, 2020

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Distance Learning Survey	Stakeholders	Dr. Melissa Woodard, Assistant Superintendent	Email/Website	May 22, 2020	June 6, 2020
Plan Recommendations	Advisory Groups	Central Office	Meetings/ Summary of Recommendations	June 15, 2020	July 15, 2020
Parent/Guardian Input	K-12 Parents/ Guardians	Central Office Administration	Email/Website link for Survey	July 7, 2020	July 14, 2020
Consultative Medical Review/ Legal Review	Medical Professionals/ District Solicitor	Central Office Administration	Email/Teleconference	July 15, 2020	July 21, 2020
Health & Safety Plan Presentation	Stakeholders	Rob Scoboria, Superintendent	Public Meeting/ PowerPoint	July 27, 2020	July 27, 2020
Health & Safety Plan Distribution	Stakeholders	Central Office Administration	Email/District Website/ Social Media/ Text Alert	July 28, 2020	Ongoing
Building Specific Health & Safety Plan Components	All Employees	Principals, Directors	Email/Meetings	August 2020	Ongoing
Building Specific Health & Safety Plan Components	Parents/ Guardians	Principals	Email/ Text Alerts / District Website	August 2020	Ongoing
Health & Safety Plan Revisions	Stakeholders	Central Office Administration	Email/ Text Alert / District Website	As Needed	Ongoing

Health and Safety Plan Summary: **Wyomissing Area 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><u>Daily Cleaning, Sanitizing, Disinfecting and Ventilation Practices for School Buildings:</u></p> <p>Clean and disinfect furniture, high touch areas and surfaces, restrooms, hallways, instructional spaces, and office spaces every two hours during school day.</p> <p>Provide staff during school day for bathroom cleaning.</p> <p>Laptops, equipment, educational materials wiped down daily.</p> <p>Increase outside air flow to buildings through modifications to ventilation system. Open windows when possible to increase access to outside air.</p> <p>Assign first shift custodians to disinfect restrooms and high traffic areas throughout the day.</p> <p>Supplement second shift with contracted cleaning services.</p> <p>Provide instruction for staff and students on cleaning cell phones and technology devices.</p> <p><u>Daily Cleaning, Sanitizing, Disinfecting and Ventilation Practices for School Buses:</u></p> <p>Limit students to one (except siblings) per seat on all school buses, with seating filled from back to front when feasible. All students will be assigned seats (K - 12).</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Face coverings are required for students when riding to and from school. Face coverings are required for drivers per DOH/PDE requirements.</p> <p>Maximize ventilation by opening at a minimum every third window.</p> <p>Clean and disinfect all bus seats seat backs, handrails and other high touch surfaces after every AM and PM run.</p> <p>Emergency Plan: <u>School Buildings</u> Staff member or student identified as positive COVID-19, receive tracing/areas of building and level of staff/student exposure from the School Nurse to inform next steps for cleaning and disinfecting areas or buildings, based on DOH guidelines.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<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><u>Elementary</u></p> <p>WHEC and WREC - Individual student desks will be forward facing. Students will be separated by 6 feet and classrooms and learning spaces not to exceed 13 students unless unexpected events require modification to this limitation</p> <p>WHEC and WREC – During small group instruction, a maximum of 2 students will sit at a table. Students will be seated at opposite ends of table.</p> <p>Teacher/paraprofessional will be provided with a Plexiglass divider.</p> <p>Students will be limited to one student out of the classroom at a time whenever possible.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Remove unnecessary furniture, rugs, materials, etc. to maximize classroom floor space.</p> <p><u>JSHS</u> - Remove unnecessary furniture, upholstered furniture and rugs.</p> <p>Individual student desks will be forward facing. Student desks will be separated by 6 feet.</p> <p>During small group instruction, each instructor (teacher/ paraprofessional) will be provided a Plexiglass divider.</p> <p>Students will be limited to one student out of the classroom at a time when possible.</p> <p><u>Elementary</u></p> <p>WREC and WHEC - Morning Breakfast will be “grab and go” with students that choose to eat breakfast at school taking their food to their homeroom classrooms to eat.</p> <p>WHEC - Cafeteria will not be used for student dining unless unexpected events require modification to this limitation. Grab and Go lunches will be delivered to classroom.</p> <p>Designate a peanut-free area within the classroom.</p> <p>WHEC - Lunch coverage scheduled utilizing consistent building specialists and classroom instructional assistants, and part-time lunch monitors.</p> <p>Classroom surfaces are cleaned at the conclusion of lunch.</p> <p>WREC - While in the cafeteria and or at the playground, social distancing protocols will be enforced. Social distancing will meet or exceed the recommended six feet distance.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>WREC - Based on current Governor order during school year, lunch may be moved to classrooms and other spaces. This may require modifications to the school schedule.</p> <p>WREC/WHEC – Eliminate, postpone or modify student activities (chorus, group music lessons, etc.) to ensure social distancing and mask requirements are in place.</p> <p><u>JSHS</u> The cafeteria and the New Gym will be used for student dining; with a reduced student population in the building during the yellow phase. Each facility will space students 6 feet apart.</p> <p>Outside seating will be expanded for students to eat lunch.</p> <p>Table surfaces will be cleaned at the conclusion of lunch in all areas.</p> <p>Based on current Governor order during school year, lunch may be moved to classrooms and other spaces.</p> <p>This may require modifications to the school schedule.</p> <p><u>Elementary</u> Implement hand washing as part of the arrival and dismissal routines and before and after meals; encourage students to be spaced well apart and stay with assigned groups.</p> <p>Hand sanitizer available in cafeteria.</p> <p>Disinfecting wipes available in classrooms.</p> <p>Students provide their own water bottles, marked with student name.</p> <p><u>JSHS</u> Extended time for students to arrive and depart the cafeteria to encourage handwashing before meals and after meals.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Eliminate sharing of items that are difficult to clean, sanitize, or disinfect. Students prohibited from sharing towels, clothing, or other items used to wipe their faces or hands.</p> <p>Ensure an adequate supply of items to minimize sharing of equipment to the extent possible (e.g., protective gear, balls, bats); otherwise, limit use of supplies and equipment to one group of players at a time and clean and disinfect between use.</p> <p>PE staff develop lessons for non-contact activities.</p> <p>WREC – Gymnasium - PE activities will be limited to those that allow for appropriate social distancing.</p> <p>Students prohibited from sharing equipment.</p> <p>Playground/Recess- No shared use of playground equipment.</p> <p>Community use of facilities will be limited / suspended at this time, and governed by the WASD Athletic Department Reentry Plan for Athletics and Extra-Curricular Activities.</p> <p><u>JSHS</u> Gymnasium - Utilize partitions in gymnasium to divide classes into groups no larger than 25 and/or utilize additional gymnasium, fitness rooms and outdoor facilities to ensure 6 ft. social distance.</p> <p>Eliminate sharing of items that are difficult to clean, sanitize, or disinfect. Students prohibited from sharing towels, clothing, or other items used to wipe their faces or hands.</p> <p>Assure an adequate supply of items to minimize sharing of equipment to the extent possible (e.g., protective gear, balls, bats, water bottles); otherwise, limit use of supplies and equipment to one group of players at a time and clean and disinfect between use.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Limiting the sharing of materials among students</p>	<p>Hold PE classes outside whenever possible.</p> <p>PE staff develop lessons for contact less activities.</p> <p><u>Elementary</u> There will be no communal or shared school supplies including special areas materials.</p> <p>When library books are returned, there will be a 5-day wait time after books are wiped down until they are re-shelved.</p> <p>Technology devices will be 1:1.</p> <p><u>JSHS</u> Materials must be cleaned before being used by other groups of students.</p> <p>Computers cleaned between use.</p> <p>When library books are checked back in there will be a 5-day wait time after books are wiped down until they are returned to the shelves.</p> <p>For lab classes, shared essential materials will be cleaned and sanitized.</p>
<p>Staggering the use of communal spaces and hallways</p>	<p><u>Elementary</u> WHEC - Building schedules will be developed to lessen student transitions throughout the school day. Specials will be conducted in the student homerooms.</p> <p>PE regularly scheduled, will be conducted outside weather permitting.</p> <p>Arrival/Dismissal: Stagger times to reduce the number of students and staff in hallways. This may need to begin earlier and end later</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>than in previous school years.</p> <p>Students will be dismissed from homeroom class.</p> <p>Add entry points into building during arrival time.</p> <p>Add exit points from the building during dismissal time.</p> <p>WREC - Student movement between classes will be staggered to limit students in the hallway at the same time.</p> <p>Alternate routes to areas of the building will be used to minimize student traffic.</p> <p>Students will report directly to homerooms upon arrival to school. No general homeroom in the gymnasium.</p> <p><u>JSHS</u> End of day dismissal will be staggered to limit the number of students in the hallway at one time.</p> <p>Stay to the right when walking through hallways.</p> <p>No grade level meetings in the Auditorium.</p> <p>Modifications to building schedule may be required.</p> <p><u>Elementary</u> Collaborate with transportation to minimize the number of students transported on each bus to the maximum extent feasible. Current plan is one student per seat, except for siblings, to use less than 50% of bus capacity.</p> <p>Collaborate with transportation to stagger drop off and pick up times to limit students transitioning into or out of the building at one time.</p> <p>WHEC – Stagger bus arrival to minimize traffic and maximize space for anticipated longer car line during arrival and dismissal.</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>WREC –</p> <ul style="list-style-type: none"> • Students report to the first period room instead of meeting together in the gymnasium. • Bus riders, walkers, parent drop-off students all use different enter and exit doors. • Stagger dismissal times for groups of students through specific drop off and pick up zone for buses. • Students not allowed in the building and buses do not start arriving with students until 8:00. <p>Provide information to students and parents regarding the importance of face coverings if choosing to carpool.</p> <p><u>JSHS</u> Students report to the first period room instead of waiting in large group areas.</p> <p>Provide information for parents and students regarding the importance of face coverings if choosing to carpool to/from school.</p> <p>Adjust the bussing and start time for JSJS which affects the start time for WREC and WHEC, by 15 minutes.</p> <p>Stagger dismissal times for groups of students.</p> <p><u>Elementary</u> WHEC - Special area classroom teachers will provide instruction in the regular education teacher's classroom when appropriate.</p> <p>Staff meetings and PD will be delivered either to small groups or virtually.</p> <p>Assemblies and field trips will be postponed.</p> <p>WREC - Classroom sections not to exceed 13 students whenever possible.</p>

Requirement(s)	Strategies, Policies and Procedures
<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>No flexible grouping of students. Regular education students generally will be only with their homeroom classmates.</p> <p>No assemblies or large group events.</p> <p><u>JSHS</u> Auditorium usage per DOH guidelines for group size and social distancing.</p> <p>Staff meetings and PD delivered in the auditorium, in small groups or virtually.</p> <p>Assemblies will be postponed.</p> <p><u>Elementary</u> WHEC - Develop plan for Y Care Program that complies with WASD Plan. Communicate plan components with Y Care Staff, parents/guardians and WHEC staff.</p> <p>WREC - Pre-K students/staff will be limited to their classroom while inside.</p> <p>Pre-K schedule will be staggered so arrival/departure, lunch and recess does not conflict with regular building schedule.</p> <p>Continue to reassess procedures for all areas to ensure student and staff safety is at the forefront.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>As needed monitoring in the health office for anyone who appears or becomes ill at school: Ask COVID-19 screening questions: History of exposure to suspected or confirmed COVID-19? Temperature greater than 100.4? Cough, shortness of breath, sore throat, stomachache, headache, rash, loss of appetite, smell and/or taste?</p> <p>Advise and provide training for parent self- monitoring of students and staff prior to coming to school.</p> <p>Require staff to stay home if they are sick and parents to keep sick children home.</p> <p>Adopt flexible attendance policies for students and staff. Closely monitor daily absence rates of students and staff.</p> <p>Provide educational materials to all stakeholders (staff, students, parents/guardians) on the signs and symptoms of COVID-19 at home before sending children to school and/or reporting to work.</p> <p>Educate parents/guardians on the importance of keeping symptomatic children home from school.</p> <p>Educate all staff on the importance of staying home if symptomatic.</p> <p>Use Kinsa program to provide access to free thermometers for all students in grades K-6 for use at home.</p>
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Isolate and monitor symptomatic students and staff in the health office/isolation area that is well-ventilated and easy to disinfect.</p> <p>Isolate symptomatic students and staff and facilitate family contact to seek medical attention.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p>	<p>Develop a 504 Plan or Individualized Health Plan for students identified as 'high-risk' by their physician.</p> <p>Prohibit field trips and curriculum based instruction outside of the District.</p> <p>Eliminate perfect attendance awards.</p> <p>Bathrooms and changing tables in special education classrooms will be disinfected before and after student use.</p> <p>Augmentative and Alternative Communication (AAC) devices will be disinfected every time a student enters or exits a classroom.</p> <p>Avoid the use of communicable objects for student reinforcement. When objects must be shared, they will be disinfected immediately before and after student use.</p> <p>Staff working in low-incidence programs will be provided appropriate PPE, wear gloves when feeding students and wash hands following a 1:1 session.</p> <p>Review plan components and ensure compliance with any/all contracted service providers who will be working at schools or with WASD students.</p>
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>A face covering, covering your mouth and nose must be worn in all public areas and in spaces with another person or people within 6 feet. Masks and face shields will be provided for all professional and paraprofessional staff. Masks from home are appropriate. No person may enter a building without a face covering. Signs are placed at each entrance.</p> <p>Staff unable to wear a face covering due to a specific health condition must discuss accommodation with HR. In such cases, alternate staffing assignment may be made.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>Refusal to wear a mask will result in being sent home from work unpaid and be subject to discipline action.</p> <p>N95 masks provided for nursing staff.</p> <p>Face coverings must be worn at all times, with exception of while eating/drinking with six feet of social distance or outside with six feet of social distance.</p> <p>Face coverings will be required for all students. If a student has a medical need that makes them unable to wear a face covering, parents must provide written documentation from a medical professional. Additionally, if a student has a developmental or intellectual disability prohibiting them from tolerating a facial covering, they will be provided instruction and support in doing so and will be supported in maintaining 6ft from other students.</p> <p>If a parent/guardian indicates that a student has a medical condition that prevents student from wearing a face covering at school, documentation from a medical professional is required. Administration may work with parent/guardian to provide virtual education to ensure safety for all students.</p> <p>IEPs or 504 Service Plans in collaboration with medical plans to provide health and safety provisions for students with complex needs/vulnerable individuals.</p> <p>Minimal on site staff, virtual meetings when possible, shared spaces will be divided by barriers or staff will be relocated.</p>

Health and Safety Plan Governing Body Affirmation Statement

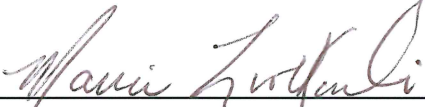
The Board of Directors/Trustees for **Wyomissing Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 27, 2020**.

 9 Yes

 0 No

Affirmed on: **July 29, 2020**

By:



(Signature* of Board President or Vice President)

Maria Ziolkowski

(Printed name of Board President or Vice 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.