



West Perry School District Health and Safety Plan

West Perry School District's Health and Safety Plan provides a set of reopening guidelines for instructional and non-instructional school programs. These guidelines outline a variety of standards that address considerations related to health and safety. The District acknowledges that there are no strategies that will completely eliminate the risk of COVID-19; rather, the District's goal is to develop plans that will minimize risk to the greatest extent possible, while also allowing the District to resume school activities. The plan is intended to provide the District flexibility to transition from a less restrictive environment to a more restrictive environment, depending on changing public health conditions.

As with all emergency plans, the Health and Safety Plan has been tailored to the unique needs of the District and has been created in consultation with a variety of stakeholders. Additionally, in developing the plan, the District has reviewed applicable guidance and recommendations from the Centers for Disease Control, Pennsylvania Department of Health, and the Department of Education. The Health and Safety Plan has been adopted by the District's School Board of Directors and will be posted on the District's website.

The WPSD is planning for several educational options for the 20/21 school year. This plan will address students coming back in the Yellow and Green phases. The WPSD plans on bringing all students back in Yellow and Green phases.

This plan shall be monitored throughout the year and is subject to revision based on changing public health conditions.

Pandemic Coordinator/Team

The District assembled a Health and Safety Team to assist in the development of a Health and Safety Plan. This team includes a variety of District staff and community members. The Pandemic 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 on school operations. The team will propose potential adjustments to the health and Safety Plan throughout the school year as needed. The Pandemic Team is comprised of the following individuals:

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
David Zula	School District	Superintendent
Nancy Snyder	School District	Assistant Superintendent
Scott Kelley	School District	Transportation Supervisor
Lenny Jumper	School	Maintenance and Grounds Supervisor
Joan Adams	Community	Parent
Ryan Anderson	School District	Athletic Director
Paula Jones	School District	Assistant High School Principal
Lucas Clouse	Community	Parent
Stephanie States	School District	Coordinator of Student Services
Karen Magee	School District	Certified School Nurse
Amanda Davis	School District	Certified School Nurse
Kevin Deane	School District	Middle School Assistant Principal
Lori Deselms	School District	Food Services Coordinator
Jody Frey	School District	Teacher
Jeff Sims	School District	Teacher
Stevie Davis	School District	Business Manager

Cleaning, Sanitizing, Disinfecting and Ventilation

The District's Facilities Department, comprised of maintenance and custodial staff, is responsible for cleaning and maintenance of all school owned facilities. The District maintains a regular cleaning schedule that is followed by each custodian. The facilities Department takes great pride in the training protocols and cleaning methods utilized by the custodial staff.

The District will continue to utilize resources, like the Centers for Disease Control, for guidance on cleaning strategies and cleaning frequency. The frequency of cleaning and disinfecting will be determined by the severity of COVID-19. The District has acquired additional equipment to aid in the process of disinfecting buildings.

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)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	1. Drinking fountains will be replaced with bottle filling stations. Students will only be permitted to carry personal water bottles.	1. Drinking fountains will be replaced with bottle filling stations. Students will only be permitted to carry personal water bottles.	1. Lenny Jumper, Maintenance Supervisor	1. Bottle Filling Stations for three elementary schools and middle school. District funds.	1. No PD
	2. Air filters in all air filtration systems will be changed every four months instead of every six months.	2. Air filters in all air filtration systems will be changed every four months instead of every six months.	2. Lenny Jumper, Maintenance Supervisor	2. Additional air filters. Maintenance budget	2. No PD
	3. Individual learning surfaces will be wiped down after each class period by student and teacher.	3. Individual learning surfaces will be wiped down after each class period by student and teacher.	3. Lenny Jumper, Maintenance Supervisor	3. Cleaning supplies that include bottles, diluted cleaning mixture, towels, and gloves. Maintenance budget	3. Yes PD
	4. Door and sink handles will be disinfected on a daily basis by custodial staff.	4. Door and sink handles will be disinfected on a daily basis by custodial staff.	4. Lenny Jumper, Maintenance Supervisor	4. Cleaning supplies that include bottles, diluted cleaning mixture, towels, and gloves. Maintenance budget	4. No PD
	5. Electrostatic sprayer for disinfectant will be used in classrooms every other day. Sprayer will be used in hallways every evening.	5. Electrostatic sprayer for disinfectant will be used in classrooms every other day. Sprayer will be used in hallways every evening.	5. Lenny Jumper, Maintenance Supervisor	5. Electrostatic Sprayer, CARES ACT	5. Yes PD
	6. Bus/vans will keep windows open during non-inclement weather and when students are not present.	6. Bus/vans will keep windows open during non-inclement weather and when students are not present.	6. Scott Kelley, Transportation Supervisor	6. N/A	6. No PD

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 cleaning, sanitizing, disinfecting, and ventilation practices	1. Hand Sanitizing stations will be placed at prominent locations throughout all district buildings, and in classrooms without sinks, throughout all district buildings.	1. Hand Sanitizing stations will be placed at prominent locations, and in classrooms without sinks, throughout all district buildings.	1. Lenny Jumper, Maintenance Supervisor	1. Sanitizing Stations, Maintenance Budget	1. Yes PD
	2. Windows that are able to be opened will be opened periodically throughout the day and evening hours.	2. Windows that are able to be opened will be opened periodically throughout the day and evening hours.	2. Building Principals	2. None	2. No PD
	3. Chromebooks will be assigned 1:1. Any devices that may be shared will be cleaned between uses.	3. Chromebooks will be assigned 1:1. Any devices that may be shared will be cleaned between uses.	3. IT Staff/Custodial Staff/Teachers	1. Alcohol wipes	3. Yes

Social Distancing and Other Safety Protocols

The District will rely on the following guiding principles to maximize Social Distancing:

- Limiting the number of students and staff that occupy areas within buildings, which will minimize contact between students and staff. This includes limitations on common areas and classrooms.
- Restricting large group areas like cafeterias and gymnasiums.
- Restricting access to buildings, allowing only students, staff, and essential visitors.
- Practicing social distancing (at least 6' distance) for all students, staff, visitors, where physically possible.
- Providing hygiene education and encourage best practices, for both students and staff. Implementation of routine hygiene breaks throughout the day.

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>1. All materials other than student desks and teacher desks will be removed from the classrooms.</p> <p>2. Teacher will have a teacher-only area of 6'X10' area in the front of the classroom to teach from.</p> <p>3. All student desks will face the teacher only teaching area.</p>	<p>1. All materials other than student desks and teacher desks will be removed from the classrooms.</p> <p>2. Teacher will have a teacher-only area of 6'X10' area in the front of the classroom to teach from.</p> <p>3. All student desks will face the teacher only teaching area.</p>	<p>1. Lenny Jumper, Maintenance Supervisor</p> <p>2. Building principals</p> <p>3. Lenny Jumper, Maintenance Supervisor</p>	<p>1. Location to store extra materials</p> <p>2. Colored tape to mark off 6'X10' area.</p> <p>3. None</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>1. Breakfast will be served as a grab and go and eaten in class.</p> <p>2. Cafeteria use will be adjusted to ensure social distancing, where possible. If not possible students will eat in classrooms.</p>	<p>1. Breakfast will be served as a grab and go and eaten in class.</p> <p>2. Cafeteria use will be adjusted to ensure social distancing, where possible. If not possible students will eat in classrooms.</p>	<p>1. Lori Deselms, Food Service Coordinator</p> <p>2. Lori Deselms, Food Service Coordinator</p>	<p>1. Grab and Go Breakfast</p> <p>2. Grab and Go Lunch</p>	<p>1. No PD</p> <p>2. No PD</p>
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>1. Hand Sanitizing stations will be placed at prominent locations throughout all district buildings, and in classrooms without sinks. Students and staff will be encouraged to utilize stations at every possible opportunity.</p> <p>2. Students and staff will be encouraged to perform hand hygiene when entering and exiting the building.</p>	<p>1. Hand Sanitizing stations will be placed at prominent locations throughout all district buildings and in classrooms without sinks. Students and staff will be encouraged to utilize stations at every possible opportunity.</p> <p>2. Students and staff will be encouraged to perform hand hygiene when entering and exiting the building.</p>	<p>1. Building Principals</p> <p>2. Lenny Jumper, Maintenance Supervisor</p>	<p>1. Hand Sanitizing Stations, Maintenance budget</p> <p>2. Hand Sanitizing Stations, Maintenance budget</p>	<p>1. No PD</p> <p>2. No PD</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>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>1. Signage will be posted at all school entrances and in all restrooms.</p> <p>2. Announcements promoting good Hygiene measures and how to stop the spread of germs will be posted on Social Media and website on a weekly basis.</p>	<p>1. Signage will be posted at all school entrances and in all restrooms.</p> <p>2. Announcements promoting good Hygiene measures and how to stop the spread of germs will be posted on Social Media and website on a weekly basis.</p>	<p>1. Building Principals</p> <p>2. Building Principals</p>	<p>1. Signage from CDC and DOH</p> <p>2. Materials from CDC and DOH</p>	<p>1. No PD</p> <p>1. No PD</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>1. Field trips and large group activities will not be scheduled.</p> <p>2. Volunteers and visitors will not be permitted in buildings.</p>	<p>1. Field trips and large group activities will be scheduled based off a course of study.</p> <p>2. Volunteers and visitors will be permitted to enter building. Temperature of individual will be taken before individual leaves office area.</p>	<p>1. Building Principal</p> <p>2. Building Principal</p>	<p>1. None</p> <p>2. Touchless Thermometers, CARES Act</p>	<p>1. No PD</p> <p>2. No PD</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>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>1. Classes at the elementary level will be permitted to have recess one class at a time. They will be permitted to utilize all fields and playground equipment that is available. Recess will be shortened to provide adequate time for all classes to have an opportunity. Students will wash hands immediately when entering the building.</p> <p>2. Physical education teachers will hold class in the classrooms. They will tailor their lessons to Health Education. When available they may take classes outside and hold appropriate social distancing physical education classes.</p> <p>3. Shared equipment will not be permitted.</p>	<p>1. Classes at the elementary level will be permitted to have recess one class at a time. They will be permitted to utilize all fields and playground equipment that is available. Recess will be shortened to provide adequate time for all classes to have an opportunity. Students will wash hands immediately when entering the building.</p> <p>2. Physical education teachers will hold class in the classrooms. They will tailor their lessons to Health Education. When available they may take classes outside and hold appropriate social distancing physical education classes.</p> <p>3. Shared equipment will not be permitted.</p>	<p>1. Building Principals</p> <p>2. Building Principals</p> <p>3. Building Principals</p>	<p>1. Master Schedule</p> <p>2. Master Schedule</p> <p>3. None</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</p>
<p>Limiting the sharing of materials among students</p>	<p>1. Storage spaces for personal items i.e. student lockers, cubbies will not be shared by students at any level.</p> <p>2. Any item that is required to be shared will be disinfected between each use.</p> <p>3. Library materials will be quarantined for 48 hours prior to reshelving</p>	<p>1. Storage spaces for personal items i.e. student lockers, cubbies will not be shared by students at any level.</p> <p>2. Any item that is required to be shared will be disinfected between each use.</p> <p>3. Library materials will be quarantined for 48 hours prior to reshelving</p>	<p>1. Building Principals</p> <p>2. Lenny Jumper, Maintenance Supervisor</p> <p>3. Media Specialists</p>	<p>1. Master Locks, building budget</p> <p>2. Cleaning Supplies, maintenance budget</p>	<p>1. Yes PD</p> <p>2. No PD</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)
Staggering the use of communal spaces and hallways	1. Art, Library, Music, and Physical education will be taught in regular education classrooms at the elementary level. Physical education may utilize the outside when appropriate. 2. Limit the types of playground equipment used 3. Common areas in the HS library will be separated to keep social distancing guidelines in place.	1. Art, Library, Music, and Physical education will be taught in regular education classrooms at the elementary level. Physical education may utilize the outside when appropriate. 2. Limit the types of playground equipment used 3. Common areas in the HS library will be separated to keep social distancing guidelines in place.	1. Building Principals 2. Building Principals 3. HS Principal	1. Master Schedule 2. Master Schedule 3. Master Schedule	1. No PD 2. No PD 3. No PD
Adjusting transportation schedules and practices to create social distance between students	1. Separate locations for bus drop-off and parent drop-off. Separate locations for bus pick-up and parent pick-up. 2. Bus assignments will be limited to a reasonable number to promote social distancing.	1. Separate locations for bus drop-off and parent drop-off. Separate locations for bus pick-up and parent pick-up. 2. Bus assignments will be limited to a reasonable number to promote social distancing.	1. Building Principals 2. Transportation Supervisor	1. Building Map, Mass Communication 2. Rosters, Communication	1. No PD 2. No PD

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)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p>1. Elementary students will remain in the same class throughout the day. Specials will be taught in the students' classroom. Secondary classes will be limited to 25 individuals in a class (including teacher). Appropriate space will be placed between all learning locations.</p> <p>2. All students will face the teacher work area. All desks will face the teacher work area.</p> <p>3. Musical equipment will be disinfected after each use. Musicians will be separated at all times during lessons.</p>	<p>1. Elementary students will remain in the same class throughout the day. Specials will be taught in the students' classrooms. Secondary classes will be limited to 25 individuals in a class (including teacher). Appropriate space will be placed between all learning locations.</p> <p>2. All students will face the teacher work area. All desks will face the teacher work area.</p> <p>3. Musical equipment will be disinfected after each use. Musicians will be separated at all times during lessons.</p>	<p>1. Building Principals</p> <p>2. Lenny Jumper, Maintenance Supervisor</p> <p>3. Building Principals</p>	<p>1. Master Schedule</p> <p>2. None</p> <p>3. Cleaning Supplies, Building Budget</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</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>1. Separate locations for bus drop-off and parent drop-off. Separate locations for bus pick-up and parent pick-up.</p> <p>2. Bus assignments will be limited to a reasonable number to promote social distancing.</p> <p>3. Childcare will be restricted to certain locations in the building.</p> <p>4. Childcare will be restricted to one entrance/exit. Parents will be required to wait outside the building.</p>	<p>1. Separate locations for bus drop-off and parent drop-off. Separate locations for bus pick-up and parent pick-up.</p> <p>2. Bus assignments will be limited to a reasonable number to promote social distancing.</p> <p>3. Childcare will be restricted to certain locations in the building.</p> <p>4. Childcare will be restricted to one entrance/exit.</p>	<p>1. Building Principals</p> <p>2. Transportation Supervisor</p> <p>3. Building Principal</p> <p>4. Building Principal</p>	<p>1. Master Schedule, Mass Communication</p> <p>2. Rosters, Communication</p> <p>3. Communication</p> <p>4. Communication</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</p> <p>4. No PD</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)
Other social distancing and safety practices	1. Professional Development will be done virtually, if possible. 2. Virtual meetings will be offered for all special education meetings. 3. Virtual meetings will be utilized if possible for faculty, administrative, and school board meetings. 4. Outside groups will only be permitted to utilize outside facilities, except concession areas. Indoor facilities will only be permitted for WPSD approved groups.	1. Professional Development will be done virtually, if possible. 2. Virtual meetings will be offered for all special education meetings. 3. Virtual sessions will be offered for faculty and administrative meetings. 4. Outside groups will only be permitted to utilize outside facilities, except concession areas. Indoor facilities will only be permitted for WPSD approved groups.	1. Administrative Team 2. Administrative Team 3. Administrative Team 4. Administrative Team	1. Virtual Platform 2. Virtual Platform 3. Virtual Platform 4. Facility Usage Form	1. No PD 2. No PD 3. No PD 4. No PD

Monitoring Student Health

Staff training will be provided to enhance the monitoring of student and staff health. Additionally, the District will implement protocols to provide appropriate safeguards for illness management. This will include procedures for the prompt dismissal of symptomatic individuals and a standard set of requirements for individuals to return to 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)
* Monitoring students and staff for symptoms and history of exposure	1. All students will have temperature checked before entering homeroom/first period.	1. All students will have temperature checked before entering homeroom/first period.	1. Building Principals	1. Touchless Thermometers, CARES Act	1. Yes PD
	2. All staff will have temperature checked at arrival.	2. All staff will have temperature checked at arrival.	2. Building Principals	2. Touchless Thermometers, CARES Act	2. Yes PD
	3. Procedures for home screenings will be supplied periodically to parents/caregivers.	3. Procedures for home screenings will be supplied periodically to parents/caregivers.	3. Building Nurses	3. DOH and CDC Guidelines	3. Yes PD
	4. Clear expectations for parents on when they should keep students home from school.	4. Clear expectations for parents on when they should keep students home from school.	4. Superintendent	4. PDE, DOH, and CDC Guidelines	4. No PD
	5. Touchless thermometers will be placed in each health suite	5. Touchless thermometers will be placed in each health suite	5. Nurses	5. Touchless Thermometers	5. No

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>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>1. Administration will create an isolation room close to each office that can be monitored by an adult.</p> <p>2. Parents will be encouraged to have a back-up plan if a call is made that the student needs to be picked-up.</p> <p>3. Areas that were occupied by sick student will be immediately closed off until area can be thoroughly cleaned and disinfected.</p> <p>4. Local health officials, staff, and families will be notified of exposure or confirmed case.</p> <p>5. Curbside pickup for illness dismissal</p>	<p>1. Administration will create an isolation room close to each office that can be monitored by an adult.</p> <p>2. Parents will be encouraged to have a back-up plan if a call is made that the student needs to be picked-up.</p> <p>3. Areas that were occupied by sick student will be immediately closed off until area can be thoroughly cleaned and disinfected.</p> <p>4. Local health officials, staff, and families will be notified of exposure or confirmed case.</p> <p>5. Curbside pickup for illness dismissals</p>	<p>1. Building Principals</p> <p>2. Building Principals</p> <p>3. Building Principals</p> <p>4. Building Principals</p> <p>5. Nurses</p>	<p>1. Supplies for isolation room</p> <p>2. Communication</p> <p>3. Cleaning supplies. Safety Tape</p> <p>4. Emergency Phone numbers</p> <p>5. Written procedures</p>	<p>1. Yes PD</p> <p>2. No PD</p> <p>3. Yes PD</p> <p>4. No PD</p> <p>5. No PD</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>1. Provide doctor's note that student, staff member, and/or visitor was initially seen by doctor after being out at least three days.</p> <p>2. Follow Quarantine-Isolation Work Guidance Document until seen by a doctor.</p> <p>3. Provide doctor's note that student, staff, member, and/or visitor is able to return to the school setting.</p>	<p>1. Provide doctor's note that student, staff member, and/or visitor was initially seen by doctor after being out at least three days.</p> <p>2. Follow Quarantine-Isolation Work Guidance Document until seen by a doctor.</p> <p>3. Provide doctor's note that student, staff, member, and/or visitor is able to return to the school setting.</p>	<p>1. Building Principal</p> <p>2. Building Principal</p> <p>3. Building Principal</p>	<p>1. Doctor's Note</p> <p>2. Quarantine-Isolation Work Guidance Document</p> <p>3. Doctor's Note</p>	<p>1. Yes PD</p> <p>2. Yes PD</p> <p>3. Yes PD</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)
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<ol style="list-style-type: none"> 1. Post Health and Safety plan on District Website. 2. Provide updates on website, social media, and through School Messenger. 3. Encourage families to practice good prevention habits with reminders through social media. 4. Prepare students and families for the possibility of remote learning. 5. Continue practicing social distancing in all aspects of the school day. 6. Remind parents when it is appropriate to keep students at home. 	<ol style="list-style-type: none"> 1. Post Health and Safety plan on District Website. 2. Provide updates on website, social media, and through School Messenger. 3. Encourage families to practice good prevention habits with reminders through social media. 4. Prepare students and families for the possibility of remote learning. 5. Continue practicing social distancing in all aspects of the school day. 6. Remind parents when it is appropriate to keep students at home. 	<ol style="list-style-type: none"> 1. Administrative Team 2. Administrative Team 3. Administrative Team 4. Building principals 5. Administrative Team 6. Building Principals 	<ol style="list-style-type: none"> 1. Health and Safety Plan 2. Updates from DOH, CDC, and PDE 3. Updates from PDE, DOH, and CDC 4. 1-1 Technology, Google Classroom, Schoology 5. Master Schedules 6. Updates from CDC, DOH, and PDE 	<ol style="list-style-type: none"> 1. No PD 2. No PD 3. No PD 4. No PD 5. Yes PD 6. No PD
Other monitoring and screening practices	1. School nurses will track symptoms of students and report to administration	1. School nurses will track symptoms of students and report to administration	1. School Nurses	1. Google Sheets	1. No PD

Other Considerations for Students and Staff

To the extent to which face coverings will be utilized will be based on current public health conditions and guidance. Current health conditions will be influenced by the extent of COVID-19. The District will pay particular attention to localized spread or identification of cases in District facilities. Additionally, decisions about face covering requirements will be influenced by applicable Federal, State, and/or Local requirements.

It is important to remain aware of social and emotional wellness, especially in times like these. The District will provide information and supports necessary to assist students in need. This also includes resources for parents and caregivers.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff at higher risk for severe illness	1. Signage will be posted throughout the district, on the district website, and on social media on proper techniques on washing hands, covering coughs and sneezes.	1. Signage will be posted throughout the district, on the district website, and on social media on proper techniques on washing hands, covering coughs and sneezes.	1. Administrative Team	1. Signage from DOH, CDC, and PDE	1. No OD
	2. Signage will be posted throughout the building, on the district website, and on social media on how to stop the spread of COVID-19.	2. Signage will be posted throughout the building, on the district website, and on social media on how to stop the spread of COVID-19.	2. Administrative Team	2. Signage from DOH, CDC, and PDE	2. No PD
	3. Parents will be educated on when it is appropriate to keep students home from school.	3. Parents will be educated on when it is appropriate to keep students home from school.	3. School Nurses	3. Guidelines from DOH, CDC, and PDE	3. No PD
	4. Students that exhibit symptoms will have temperature checked before entering classrooms.	4. Students that exhibit symptoms will have temperature checked before entering classrooms.	4. Building Principals	4. Touchless Thermometers, CARES Act	4. No PD
	5. All staff will have temperature checked at arrival. Staff will pass through a facial recognition temperature scanner before proceeding to their assignment.	5. All staff will have temperature checked at arrival. Staff will pass through a facial recognition temperature scanner before proceeding to their assignment.	5. Building Principals	5. Touchless Thermometers, CARES Act	5. No PD

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>* Use of face coverings (masks or face shields) by all staff</p>	<p>1. Follow PDE and the Department of Health's Guidance to the best of the district's ability.</p> <p>2. Staff must wear face coverings when working with students except when they are in their 6'X10' teacher area.</p>	<p>1. Follow PDE and the Department of Health's Guidance to the best of the district's ability.</p> <p>2. Staff must wear face coverings when working with students except when they are in their 6'X10' teacher area.</p>	<p>1. Building Principals</p> <p>2. Building Principals</p>	<p>1. Face masks and shields</p> <p>2. Marking tape, face masks, and shields</p>	<p>1. No PD</p> <p>2. No PD</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>1. Protective face coverings (masks) will be available to all students.</p> <p>2. Follow PDE and the Department of Health's Guidance regarding wearing face coverings to the best of the district's ability.</p> <p>3. Students will not have to wear a mask when working at their work station.</p>	<p>1. Protective face coverings (masks) will be available to all students.</p> <p>2. Follow PDE and the Department of Health's Guidance regarding wearing face coverings to the best of the district's ability.</p> <p>3. Students will not have to wear a mask when working at their work station.</p>	<p>1. Lenny Jumper, Maintenance Supervisor</p> <p>2. Building Principal</p> <p>3. Building Principal</p>	<p>1. Face masks</p> <p>2. Face masks</p> <p>3. Face masks</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</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)
Unique safety protocols for students with complex needs or other vulnerable individuals	<p>1. Constant communication with parent, teacher, and school nurse.</p> <p>2. Upon presentation of a doctor's note, reasonable and sufficient accommodations to transportation and schedules will be made for vulnerable students.</p> <p>3. Temperature checks will be conducted at designated times throughout the day by the school nurse.</p> <p>4. Classrooms where the most vulnerable students are will be disinfected on a daily basis.</p>	<p>1. Constant communication with parent, teacher, and school nurse.</p> <p>2. Upon presentation of a doctor's note, reasonable and sufficient accommodations to transportation and schedules will be made for vulnerable students.</p> <p>3. Temperature checks will be conducted at designated times throughout the day by the school nurse.</p> <p>4. Classrooms where the most vulnerable students are will be disinfected on a daily basis.</p>	<p>1. School Nurse</p> <p>2. Building Principals, Nurses, Transportation Supervisor</p> <p>3. School Nurse</p> <p>4. Lenny Jumper, Maintenance Supervisor</p>	<p>1. Guidance from CDC, DOH, and PDE</p> <p>2. Guidance from DOH, CDC, PDE, and Special Education Department</p> <p>3. Touchless Thermometers</p> <p>4. Cleaning supplies</p>	<p>1. No PD</p> <p>2. No PD</p> <p>3. No PD</p> <p>4. No PD</p>
Strategic deployment of staff	<p>1. Virtual meetings will be conducted with staff to review new guidelines.</p> <p>2. Communications will be provided through district email.</p>	<p>1. Virtual meetings will be conducted with staff to review new guidelines.</p> <p>2. Communications will be provided through district email.</p>	<p>1. Building Principal</p> <p>2. Building Nurse</p>	<p>1. Guidance from DOH, CDC, and PDE</p> <p>2. Guidance from DOH, CDC, and PDE</p>	<p>1. No PD</p> <p>2. Yes PD</p>

Health and Safety Plan Professional Development

The following chart illustrates key areas of professional development that will support the implementation of the Health and Safety Plan:

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Proper use of cleaning supplies	Custodial/maintenance	Lenny Jumper, Maintenance Supervisor	Face to Face	Electrostatic sprayer, cleaning supplies	8/1/2020	8/24/2020
Proper sanitizing of hands and surfaces	All staff and students	School nurses	Electronic Communication	DOH, CDC guidelines	8/1/2020	6/4/2021
Prevention of the spread of COVID-19	All Staff and students	School nurses	Electronic Communication	DOH, CDC guidelines	8/1/2020	6/4/2021
Proper use of storage spaces i.e. lockers and cubbies	Students	Building Principals	Class Meetings	Student Handbook	8/24/2020	9/1/2020
Clear expectations on when students should remain home	Parents/caregivers	Building Principals	School Messenger	DOH, CDC, PDE guidelines	8/24/2020	9/1/2020
Process for daily temperature checks	All staff, students, visitors	Administration	School Messenger	DOH, CDC, PDE guidelines, Facial Temperature Recognition Scanner	8/1/2020	9/1/2020

Health and Safety Plan Communication

The following illustrates key communication to and from stakeholder groups:

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Health and Safety Plan	WPSD Stakeholders	Administration	District Website, Messenger, Social Media	7/13/2020	6/4/2021
Transportation Information	WPSD Students	Transportation Supervisor	Paper Correspondence, Messenger, Website, Social Media	8/1/2020	6/4/2021
Master Schedule	WPSD Students	Building Administration	District Website, Messenger, Social Media	8/1/2020	6/4/2021
Health Guidelines	WPSD Stakeholders	School Nurses	District Website, Messenger, Social Media	8/1/2020	6/4/2021

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Attendance Guidelines	WPSD Students, Parents/Caregivers	Building Principals	District Website, Messenger, Social Media	8/1/2020	6/4/2021
Facial covering awareness training	Parents, staff, students	Nurses	Written communication and verbal reinforcement	8/1/2020	6/4/2021
Attendance procedures for students who self-quarantine	Parents, staff, students	Administration	Written procedures	8/1/2020	6/4/2021
Modified Drop off / Pick up procedures	Parents	Building Principals	Written procedures	8/1/2020	6/4/2021