



Lakeview School District Phased School Reopening Health and Safety Plan

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

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

Table of Contents

Health and Safety Plan	3
Type of Reopening	4
Pandemic Coordinator/Team	5
Key Strategies, Policies, and Procedures	7
Cleaning, Sanitizing, Disinfecting and Ventilation	8
Social Distancing and Other Safety Protocols	10
Monitoring Student and Staff Health	15
Other Considerations for Students and Staff	18
Health and Safety Plan Professional Development	22
Health and Safety Plan Communications	23
Health and Safety Plan Summary	24
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation	24
Social Distancing and Other Safety Protocols	24
Monitoring Student and Staff Health	26
Other Considerations for Students and Staff	27
Health and Safety Plan Governing Body Affirmation Statement	28

This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: Lakeview School District

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Types 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, with a Doctor's excuse).
- 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): Pilots (Summer Wellness Camp/Summer School/ Training Camps) Start date for students of the 2020-2021 School Year: 8/26/2020

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 your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

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

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities
Dr. Hendley Hoge	Superintendent	Overseer
Julie Lyon	Assistant to the Superintendent	Overseer
Adam Raymond	Board Member, Parent	Overseer
Brie Simons	Pandemic Coordinator	Monitoring Student and Staff Health Health and Safety Plan Communications
Kevin Boariu	Oakview Principal	Social Distancing and Other Safety Protocols
Laurie Snyder	Academic Principal	Social Distancing and Other Safety Protocols Other Considerations for Students and Staff
David Blakley	Athletics and Activities Principal	Monitoring Student and Staff Health Health and Safety Plan Communications

Nancy Keeling	Special Programs and Assessment Coordinator/ At Risk Member	Other Considerations for Students and Staff Health and Safety Plan Professional Development
Blaine Mason	Building and Grounds Director	Cleaning, Sanitizing, Disinfecting, and Ventilation
Mark Kinney	Transportation Director	Cleaning, Sanitizing, Disinfecting, and Ventilation Social Distancing and Other Safety Protocols
Darlene Wendrock	Cafeteria Supervisor	Cleaning, Sanitizing, Disinfecting, and Ventilation Social Distancing and Other Safety Protocols
Dane Yeager	Custodial Supervisor	Cleaning, Sanitizing, Disinfecting, and Ventilation
Angela Grim	Nurse, Parent	Social Distancing and Other Safety Protocols Monitoring Student and Staff Health Health and Safety Plan Communications
Christopher Heck	Technology Director	Health and Safety Plan Communications
Brian Cumpston	Teacher and Union President, Parent	Other Considerations for Students and Staff Health and Safety Plan Professional Development
Sarah Gibson	Nurse, Paraprofessional, Parent	Social Distancing and Other Safety Protocols
Audra Shontz	Teacher	Social Distancing and Other Safety Protocols
Doug May	Teacher/ Special Programs/ Band Director	Other Considerations for Students and Staff
Lisa Mellon	Parent	Social Distancing and Other Safety Protocols Health and Safety Plan Communications
Erin Figley	Teacher, SE	Monitoring Student and Staff Help Other Considerations for Students and Staff
Amy Cline	Teacher, SE	Social Distancing and Other Safety Protocols Monitoring Student Staff and Help Other Considerations for Students and Staff
Bob Foust	Teacher, OV	Health and Safety Plan: Professional Development Health and Safety Plan: Communications
Anthony Grim	Student- Senior	Social Distancing and Other Safety Protocols Other Considerations for Students and Staff
Abigayle Mellon	Student- Junior	Monitoring Student and Staff Health Health and Safety Plan Communications

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education's Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **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 the LEA or school 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 OSHA and [CDC 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? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: Metz Environmental Services will clean buildings and prepare for the fall opening between June 1, 2020 and August 25, 2020. Vigilance and protocols are in place to clean buildings daily when school is in session and we are in the green and yellow phase under the COVID-19 pandemic. Lakeview maintenance staff will fill sanitization stations and increase access to hand sanitizing stations throughout each building.

All staff are being trained in new sanitation protocols and equipment to assist with sanitation throughout the district and as needed. Ventilation will be reviewed with staff as well as high touch points such as doors left open inside the buildings to cut down on spreading of viruses. Staff will have inservice on August 24, 2020 about sanitation and safety protocols during the pandemic. Agenda's and sign in sheets will be collected as documentation as well as surveys and staff reflections on training.

Social Distancing and Other Safety Procedures

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: On June 5, 2020 Mercer County entered the Green Phase. To the extent feasible under the yellow phase we will run our buildings at a reduced capacity, letting those students and families whom the school district mutually agree upon a distant learning plan to continue to meet academic requirements for the 2020-2021 school year.

Training will be provided on August 25 to professional staff and on August 28 for support staff. Agenda's and sign in sheets will be collected as documentation as well as surveys and staff reflections on training. Enforcement and observations will occur to ensure safety and hygiene protocols are followed.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	All classrooms will spread out student desks as much as possible. All desks/tables will be arranged to face the same direction.	All classrooms will spread out student desks as much as possible. All desks/tables will be arranged to face the same direction.	Dane Yeager Blaine Mason	This will be done over the remainder of the summer by the janitorial and maintenance crews.	NO
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	<p>Limit the extent to which students mix with each other. This could be done by staggered lunch shifts or eating in a classroom.</p> <p>Schoolwide assemblies and field trips will be discontinued. Grade level assemblies will be permitted in areas that allow for proper social distancing (gymnasium/auditorium).</p> <p>Outdoor classroom activities will be encouraged, but organized with admin for safety.</p> <p>Outside group use of any/all facilities will be discontinued.</p>	<p>Schedule as normal with increased sanitation protocols. Cafeterias will be expanded into adjoining areas to allow social distancing to the extent possible.</p> <p>Schoolwide assemblies and field trips will be discontinued temporarily. Grade level assemblies will be permitted in areas that allow for proper social distancing (gymnasium/auditorium).</p> <p>Outdoor classroom activities will be encouraged, but organized with admin for safety.</p>	Administration	More cafeteria tables and chairs.	NO
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	<p>Hand sanitizer will be available in each classroom, office and common area throughout campus and the use of will be encouraged.</p> <p>Hand washing/ sanitizing before breakfast/lunch will be available to each student and encouraged.</p>	<p>Hand sanitizer will be available in each classroom, office and common area throughout campus and the use of will be encouraged.</p> <p>Hand washing/ sanitizing before breakfast/lunch will be available to each student and encouraged.</p>	<p>Angela Grim/Nursing Staff</p> <p>Darlene Wendrock/ Cafeteria</p> <p>Blaine Mason/ Maintenance</p>	<p>Hand sanitizer for each classroom, possibly small individual hand sanitizers for each student (Welcome Back Bags).</p> <p>Soap -dispenser refills.</p>	YES

<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Signage will be posted throughout all buildings (especially in high traffic areas) and on all front doors. The information will also be posted on various online platforms.</p> <p>Signage will include (not limited to) proper handwashing procedures/sanitation procedures, signs and symptoms of COVID-19, social distancing, prevention, proper wear of face coverings, etc.</p>	<p>Signage will be posted throughout all buildings (especially in high traffic areas) and on all front doors. The information will also be posted on various online platforms.</p> <p>Signage will include (not limited to) proper handwashing procedures/sanitation procedures, signs and symptoms of COVID-19, social distancing, prevention, proper wear of face coverings, etc.</p>	<p>Angela Grim/Nursing Staff Brie Simons</p>	<p>CDC/ DOH printable signage</p> <p>Laminate for signs</p> <p>Putty or tape to hang signage</p>	<p>NO</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Outside group use of any/all facilities will be discontinued.</p> <p>Visitors/Volunteers will not be permitted.</p>	<p>Outside group use of any/all facilities will be limited.</p> <p>Visitors/Volunteers will be permitted but may be subject to a health screening prior to entering any building.</p>	<p>Administration</p>		<p>NO</p>
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>Outdoor classroom activities will be encouraged (weather permitting and must be organized with admin for safety).</p> <p>Designated areas by grade level/class.</p> <p>Monitor and limit necessary touching of shared equipment and gear.</p> <p>Monitor proximity of students, and the length of time that students are close to each other and staff.</p>	<p>Outdoor classroom activities will be encouraged (weather permitting and must be organized with admin for safety).</p> <p>Social distancing guidelines will be followed and healthy hygiene practices will be encouraged.</p> <p>Monitor and limit necessary touching of shared equipment and gear.</p>	<p>Administration PE Department Recess Supervisors</p>	<p>Possibly more PE equipment/gear to limit sharing.</p> <p>Sanitizing and disinfectants to clean used equipment/gear.</p>	<p>NO</p>
<p>Limiting the sharing of materials among students</p>	<p>Individual technology devices are available for every student.</p> <p>Clean and disinfect shared items between uses.</p>	<p>Individual technology devices are available for every student.</p> <p>Clean and disinfect shared items between uses.</p>	<p>LEA Technology department</p>	<p>Containers, cubbies, etc. (will vary per building).</p>	<p>YES</p>

	Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or torah areas.	Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or torah areas.			
Staggering the use of communal spaces and hallways	Consistent reminders of hand washing, sanitizing, good hygiene practices, and wearing masks.	Routine as usual with reminders of hand washing, sanitizing, good hygiene practices, and wearing masks while in common areas/hallways (between classes).	Administration		NO
Adjusting transportation schedules and practices to create social distance between students	Buses/vans will be loaded from the back to front (as students are picked up), families will sit together with two students per seat. Masks will be worn on district transportation. Parents/Guardians will be encouraged to transport their child to school if feasible.	Buses/vans will be loaded from the back to front, families will sit together with two students per seat. Masks will be worn on district transportation. Parents/Guardians will be encouraged to transport their child to school if feasible.	Watsons Inc. H&W Mark Kinney Deanna Hooks Brie Simons (athletics)		NO
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Students will follow their traditional schedules when feasible. Students may stay in a single classroom setting with teachers traveling to classrooms. The gymnasiums and the auditorium may be used for elective courses such as band/choir to follow social distancing guidelines. A hybrid schedule could be used: case dependent within both the middle/high school and elementary buildings.	Students will follow their traditional schedules when feasible. The gymnasiums and the auditorium may be used for elective courses such as band/choir to follow social distancing guidelines. A hybrid schedule could be used: case dependent within both the middle/high school and elementary buildings.	Administration		NO

	<p>Hybrid Model Grades 5-12 Red, Black, and White Groups: Monday/ Tuesday- Red and White Groups In Person (Black Group Remote) Wednesday- ALL Remote Thursday/Friday- Black and White Groups in Person (Red Group Remote)</p> <p>Grades K-4 and all Special Needs: Attend in Person Daily</p>	<p>Hybrid Model Grades 5-12 Red, Black, and White Groups: Monday/ Tuesday- Red and White Groups In Person (Black Group Remote) Wednesday- ALL Remote Thursday/Friday- Black and White Groups in Person (Red Group Remote)</p> <p>Grades K-4 and all Special Needs: Attend in Person Daily</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>Open communication from the school district to all outside parties.</p>	<p>Open communication from the school district to all outside parties.</p>	Administration		NO
<p>Other social distancing and safety practices</p>	<p>As recommended by the CDC and Department of Health</p>	<p>As recommended by the CDC and Department of Health</p>	Administration		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 confirm to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable 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: Random temperature scanning and temperature reading devices will be utilized randomly to assist students who may need to be quarantined and sent home if they have a temperature or signs of being ill. The school nurse and staff will be trained on protocols for assisting students or staff that become ill during the school day. Dr. Excuses will be required during the pandemic to be readmitted to schools after a student has been ill.

If a confirmed case of the coronavirus is identified, parents will receive notification of possible contact if they were in the same space prior to identification. The school nurse/nursing staff will be responsible for working with administration of protocols and notification of infected students or staff.

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>All buildings will have infrared cameras to screen all individual staff/student body temperatures entering the building. Those registering 100.3 degrees F or higher will receive individual screenings for temperature.</p> <p>Daily health screenings may occur upon arrival.</p> <p>Implement a system for home/self screening and reporting procedures.</p> <p>Encourage individuals to stay home if feeling sick.</p>	<p>All buildings will have infrared cameras to screen all individual staff/student body temperatures entering the building. Those registering 100.3 degrees F or higher will receive individual screenings for temperature.</p> <p>Daily health screenings may occur upon arrival.</p> <p>Develop a system for home/self screening and reporting procedures.</p> <p>Encourage individuals to stay home if feeling sick.</p>	<p>Angela Grim/Nursing Staff Administration</p>		<p>YES</p>
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Students/staff exhibiting symptoms of COVID-19 will meet immediately with the health staff for an individual assessment. Those individuals will be separated from the building population until deemed proper for re-entry to school.</p> <p>Isolation rooms will be designated in the high/middle and elementary nurse's offices.</p> <p>Establish procedures for safely transporting sick individuals home.</p>	<p>Students/staff exhibiting symptoms of COVID-19 will meet immediately with the health staff for an individual assessment. Those individuals will be separated from the building population until deemed proper for re-entry to school.</p> <p>Isolation rooms will be designated in the high/middle and elementary nurse's offices.</p> <p>Establish procedures for safely transporting sick individuals home.</p>	<p>Angela Grim/Nursing Staff Administration</p>	<p>PPE for nurses offices 1 bed for high/middle school office 1 bed for elementary office Touchless thermometers for nursing staff.</p>	<p>YES</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Refer to the most recent DOH guidance on home isolation or quarantine and returning to work/school.</p>	<p>Refer to the most recent DOH guidance on home isolation or quarantine and returning to work/school.</p>	<p>Angela Grim/Nursing Staff Administration</p>		<p>NO</p>

	A doctor's note must be presented for re-entry into school for all students and staff if sent home with COVID-19 symptoms.	A doctor's note must be presented for re-entry into school for all students and staff if sent home with COVID-19 symptoms.			
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<p>The nursing staff will be responsible for coordination with family physician(s), school physician, Mercer County Health Services, and State Department of Health.</p> <p>The district will notify any families and staff members of potential exposure to COVID-19 immediately.</p> <p>The district will use the various forms of online platforms (school website, Facebook, mass email notifications, and mass all calls). A formal letter may also be sent out to those exposed.</p> <p>Any changes to this plan will be board approved and posted on the school website.</p>	<p>The nursing staff will be responsible for coordination with family physician(s), school physician, Mercer County Health Services, and State Department of Health.</p> <p>The district will notify any families and staff members of potential exposure to COVID-19 immediately.</p> <p>The district will use the various forms of online platforms (school website, Facebook, mass email notifications, and mass all calls). A formal letter may also be sent out to those exposed.</p> <p>Any changes to this plan will be board approved and posted on the school website.</p>	Angela Grim/Nursing Staff Administration Tech Department		YES
Other monitoring and screening practices	Updated CDC and DOH Guidelines/Recommendations	Updated CDC and DOH Guidelines/Recommendations	Angela Grim/Nursing Staff Administration		NO

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 support for social emotional wellness at school and at home?

Summary of Responses to Key Questions: All staff, students and parents/guardians will be educated on the signs, symptoms, and risks associated with COVID-19. The student body will be presented this information during the advisory periods or morning meet times, depending on the building. Parents/guardians will have access to this information on the social media platforms and the school website. The district will work with those students and staff members that are high risk on an individual basis to implement preventative measures while at school. As of August 17, 2020, the Secretary of the PDOH announced an order requiring universal face coverings. This order was updated on November 20, 2020 and includes all children and adults while in school or school settings. The district will follow this order for all students and staff. In the event of a higher number of staff illness, the district will ensure that all classrooms are staffed by using all available human resources available to the district. Our counseling team and SAP program will work hand in hand to ensure quality learning opportunities as well as high quality mental health support.

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>Students, Families and Staff will be educated on the signs/symptoms of COVID-19 as well as the risk associated with COVID-19.</p> <p>First week of school, all Advisory and Morning Meeting times (k-12) will focus on hygiene, sanitation, social distancing, and social emotional wellness.</p> <p>The district will work individually with students/staff with higher risks for severe illness. The district will develop planning for each student/staff member for attendance and preventative measures while in attendance at school.</p> <p>The district will explore offering duties that minimize higher risk individuals' contact with others.</p> <p>Limit or cancel all non-essential travel as necessary with possible self quarantining strategies in place for those who travel out-of-state or to any hot-spot. Travel will be evaluated on a case-by-case basis.</p>	<p>Students, Families and Staff will be educated on the signs/symptoms of COVID-19 as well as the risk associated with COVID-19.</p> <p>First week of school, all Advisory and Morning Meeting times (k-12) will focus on hygiene, sanitation, social distancing and social emotional wellness.</p> <p>The district will work individually with students/staff with higher risks for severe illness. The district will develop planning for each student/staff member for attendance and preventative measures while in attendance at school.</p> <p>The district will explore offering duties that minimize higher risk individuals' contact with others.</p> <p>Limit all non-essential travel as necessary with possible self quarantining strategies in place for those who travel out-of-state or to any hot-spot. Travel will be evaluated on a case-by-case basis.</p>	<p>Administration LEA Angela Grim/Nursing Staff</p>		<p>YES</p>

<p>* Use of face coverings (masks or face shields) by all staff</p> <p>https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Universal-Masking-FAQ.aspx</p>	<p>As of August 17, 2020 (updated on 11/20/20) the PA DOH issued a universal face covering order. School districts, their staff and students are obligated to follow this mandate.</p> <p>Face coverings for all staff/students will be required unless contraindicated by health issues.</p>	<p>As of August 17, 2020 (updated on 11/20/20) the PA DOH issued a universal face covering order. School districts, their staff and students are obligated to follow this mandate.</p> <p>Face coverings for all staff/students will be required unless contraindicated by underlying health issues.</p>	<p>Administration</p>	<p>Masks/ Face Shields</p>	<p>YES</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Universal-Masking-FAQ.aspx</p>	<p>As of August 17, 2020 (updated on 11/20/20) the PA DOH issued a universal face covering order. School districts, their staff and students are obligated to follow this mandate.</p> <p>Face coverings for all staff/students will be required.</p>	<p>As of August 17, 2020 (updated on 11/20/20) the PA DOH issued a universal face covering order. School districts, their staff and students are obligated to follow this mandate.</p> <p>Face coverings for all staff/students will be required.</p>	<p>Administration</p>	<p>Masks/ Face Shields</p>	<p>YES</p>
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>The district will continue to use all available resources to ensure that all students have access to quality learning opportunities. Our guidance and mental health staff will partner with our administrative team as well as our SAP team to identify and meet needed support for students/staff emotional wellness.</p>	<p>The district will continue to use all available resources to ensure that all students have access to quality learning opportunities. Our guidance and mental health staff will partner with our administrative team as well as our SAP team to identify and meet needed support for students/staff emotional wellness.</p>	<p>Administration Angela Grim/Nursing Staff SAP Team</p>		<p>NO</p>

Strategic deployment of staff	<p>In the event of a higher number of staff illness, the district will ensure that all classrooms are staffed by using all available human resources available to the district. Substitute teachers will be included in all Inservice Day(s) training and will be expected to follow the same guidelines as professional staff.</p>	<p>In the event of a higher number of staff illness, the district will ensure that all classrooms are staffed by using all available human resources available to the district. Substitute teachers will be included in all Inservice Day(s) training and will be expected to follow the same guidelines as professional staff.</p>	Administration		YES
--------------------------------------	---	---	----------------	--	-----

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
Recognition and Prevention + Healthy Hygiene Practices	All faculty and staff	Angela Grim	In-service/ SafeSchools	Handouts/Powerpoint Presentation/Computer	8/24/2020 8/25/2020	9/11/2020
“What to do when someone gets sick”	All faculty and staff	Angela Grim	In-service/ SafeSchools	Handouts/Powerpoint Presentation/Computer	8/24/2020 8/25/2020	9/11/2020
“Red, Yellow, Green: Seamless Instruction”	All faculty and staff	Laurie Snyder Dave Blakey	In-service/ SafeSchools	Handouts/Powerpoint Presentation/Computer	8/24/2020 8/25/2020	9/11/2020
Recognition and Prevention	All students	Teachers/Videos	Advisory/ Morning Meeting Times	Handouts/Powerpoint Presentation	8/26/2020	9/11/2020
Healthy Hygiene Practices	All students	Teachers/Videos	Advisory/ Morning Meeting Times	Handouts/Powerpoint Presentation	8/26/2020	9/11/2020
“What to do when someone gets sick”	All students	Teachers/Videos	Advisory/ Morning Meeting Times	Handouts/Powerpoint Presentation	8/26/2020	9/11/2020

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
Lakeview Website- Where we will post information	All Staff	Julie Lyon	District Website Google Classroom	8/24/2020- 8/25/2020	8/24/2020- 8/25/2020
All Calls/ Mass Emails/ Mass Text Messages	All Staff	Chris Heck	District Website Google Classroom	8/24/2020- 8/25/2020	8/24/2020- 8/25/2020
Facebook/ Social Media	All Staff	David Blakely Nancy Keeling	District Website Google Classroom	8/24/2020- 8/25/2020	8/24/2020- 8/25/2020
Teacher/Staff Survey	All Staff	Angela Grim Dave Blakely Brie Simons	Google Forms	6/30/2020	7/9/2020
Self Report System	All Staff/ Students	Angela Grim Dave Blakely Brie Simons	District Website System Application	8/24/2020- 8/25/2020	As necessary to ensure completion on a daily basis.
Parent/Guardian and Staff Surveys	Parents/ Guardians	Dr. Hendley D. Hoge Mrs. Julie Lyon	District Website/ Google Forms Home Mailing	6/25/2020	8/1/2020

Health and Safety Plan Summary: Lakeview School District

Anticipated Launch Date: **August 26, 2020**

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

Facility Cleaning, Sanitizing, Disinfecting, and Ventilation

Requirement(s)	Strategies, Policies and Procedures
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	-METZ Custodial staff and Administration has access to EPA approved products, has been trained, and has implemented cleaning regimens that meet OSHA and CDC requirements for sanitizing and disinfecting school facilities in response to COVID-19. This regimen has and will continue to occur daily for all buildings with emphasis on high traffic/touch areas.

Social Distancing and Other Safety Procedures

Requirement(s)	Strategies, Policies and Procedures
* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	-All classrooms will spread out student desks/work spaces as much as possible. All desks/tables will be arranged to face the same direction to avoid students facing each other.
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	-Cafeterias will be extended into adjoining areas to allow social distancing to the extent possible.
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	-Hand sanitizer will be available and the use encouraged in each classroom, office, and common area throughout the district. Handwashing/sanitizer before breakfast/lunch will be available to each student and encouraged.

<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p> <p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p>	<p>-Educational signage will be posted throughout all buildings (especially in high traffic areas) and on all front doors. The information will also be posted on various online platforms.</p> <p>-Outdoor classroom activities will be encouraged (weather permitting and must be organized with admin for safety). Social distancing guidelines will be followed and healthy hygiene practices will be encouraged.</p>
<p>Limiting the sharing of materials among students</p>	<p>-Monitor and limit necessary touching of shared equipment and gear.</p>
<p>Staggering the use of communal spaces and hallways</p>	<p>-Schedules for lunch will be staggered.</p>
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>-Buses/vans will be loaded from the back to front, families will sit together with two students per seat. Masks will be worn on district transportation. Parents/Guardians will be encouraged to transport their child to school if feasible.</p>
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>-Students will follow their traditional schedules when feasible. The gymnasiums and the auditorium may be used for elective courses such as band/choir to follow social distancing guidelines. A hybrid schedule could be used depending on cases within the school district.</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>-The district will have open communication with all outside parties. The district will communicate via multiple platforms.</p>
<p>Other social distancing and safety practices</p>	<p>-Field trips and school wide assemblies will be temporarily discontinued. Grade level assemblies will be permitted in areas that allow for proper social distancing such as the gymnasium and auditorium.</p> <p>Phase permitting: Outside group use of school facilities will be limited/ discontinued. Visitors/volunteers will be permitted under a green phase, but will be subject to health screenings prior to entering the building. Visitors/volunteers will not be permitted in the building under a yellow phase.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
* Monitoring students and staff for symptoms and history of exposure	-Each building will install infrared cameras to screen all individual staff/student body temperatures entering the buildings. Those with temperatures above 100.3°F will receive individual screenings.
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	-Students/staff exhibiting symptoms of COVID-19 will be immediately sent to and evaluated by a member of the school nursing staff. Those individuals will be separated from the building population until deemed proper for reentry to school.
* Returning isolated or quarantined staff, students, or visitors to school	- Refer to the most recent DOH guidance on home isolation or quarantine and returning to work/school. A doctor's note must be presented for re-entry into school for all students and staff if sent home with COVID-19 symptoms.
Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols	-The nursing staff will be responsible for coordination with family physicians, the school physician, Mercer County Health Services and the State Department of Health. Coordination with these entities will drive the decision on the issues of when a staff member or student can safely return to school. The district will notify any families and staff members of potential exposure to COVID-19 immediately. Any changes to the Lakeview Health and Safety Plan will be board approved and posted on the Lakeview School District website.

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
* Protecting students and staff at higher risk for severe illness	<p>-All parties will be educated on the signs/symptoms of COVID-19 as well as the risk associated with COVID-19. The district will work on an individual basis with those high risk students and staff members to develop planning for attendance and preventative measures while in attendance at school.</p>
* Use of face coverings (masks or face shields) by all staff * Use of face coverings (masks or face shields) by older students (as appropriate) https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Universal-Masking-FAQ.aspx	<p>-The district will follow the August 17, 2020 (updated on 11/20/20) mask mandate enacted by the commonwealth of Pennsylvania for both students and staff.</p>
*Unique safety protocols for students with complex needs or other vulnerable individuals	<p>-The district will continue to use all available resources to ensure that all students have access to quality learning opportunities. Our guidance and mental health staff will partner with our administrative team as well as our SAP team to identify and meet needed support for students/staff emotional wellness.</p>
*Strategic deployment of staff	<p>-In the event of a higher number of staff illness, the district will ensure that all classrooms are staffed by using all available human resources available to the district.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Lakeview School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **August 17, 2020**.

The plan was approved by a vote of:

_____ Yes

_____ No

Affirmed on: **August 17, 2020**

By:

(Signature of Board President)*

(Print Name of Board President)

