



ARP ESSER Health and Safety Plan Guidance & Template

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

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

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

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

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning.
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;

3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
 - a. Universal and correct wearing of [masks](#);
 - b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding) ;
 - c. [Handwashing and respiratory etiquette](#);
 - d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
 - e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
 - f. [Diagnostic](#) and screening testing;
 - g. Efforts to provide COVID-19 [vaccinations to school communities](#);
 - h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
 - i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021. * The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

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

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

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume

instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

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

Additional Resources

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

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

Health and Safety Plan Summary: **Boyertown Area School District**

Initial Effective Date: August 9, 2021

Date of Last Review: **(INSERT DATE WHEN LAST REVIEWED AND APPROVED BY THE GOVERNING BOARD)**

Date of Last Revision: **(INSERT DATE WHEN LAST REVISED AND APPROVED BY THE GOVERNING BOARD)**

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

The health and safety of the students, staff, and families of the Boyertown Area School District (BASD) remains, as always, a priority for the District. The BASD Board of School Directors, BASD Leadership Team, Pandemic Task Force Committee, and community continue to take critical steps and make decisions that protect the health and safety of our District in the ongoing response to the COVID-19 pandemic.

Expectations are based on the latest mandates issued by the Governor's Office, the Pennsylvania Department of Health (DOH), the Pennsylvania Department of Education (PDE), the Department of Human Services (DHS), and the Centers for Disease Control and Prevention (CDC). The BASD Leadership Team will continue to monitor communications. As conditions change related to COVID-19, protocols are subject to change.

In response to the expiration of statewide mitigation orders, the BASD has identified District standards and expectations which outline the protocols expected of all staff members as the District transitions forward. Protocols include the following:

- Self-screening for COVID-19 symptoms
- Following communicable disease reporting procedures
- Practicing hand hygiene and respiratory etiquette
- Optional use of face coverings
 - [CDC K-12 School Operational Strategy](#)
- Cleaning and disinfecting one's workspace.
- Maintaining physical distancing protocols to the maximum extent possible
- Staying informed of CDC's guidance relative to travel
- Monitoring communication and confidentiality
- Participating in required training (current employees as well as new hires as part of their onboarding process)
- Staying informed and maintaining best practices

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

BASD is planning for a return to five days per week, full in-person instruction in the fall of 2021 pending any change in mandates from PDE/DOH. Along with in-person instruction, the BASD is developing their own Virtual Academy for families wishing to opt for this type of instructional model.

The BASD instructional model may shift between in-person and virtual depending on health circumstances as determined appropriate/necessary and/or as directed by DOH. BASD has applied for Flexible Instruction Days authorization and, if approved, will consider multiple factors of student and staff health, safety, and well-being when making decisions regarding instructional models.

BASD will continue to make resources available through an online training system. We are in the midst of a three-year implementation plan focused around SEL for students and staff, this includes staff wellness teams and initiatives, classroom instruction, and professional learning.

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

ARP ESSER Requirement	Strategies, Policies, and Procedures
a. Universal and correct wearing of masks ;	<ul style="list-style-type: none"> • Face coverings/masks will be optional for all students and staff except as required by state or federal mandates/orders. If students or staff forget a mask, they may request a mask and one will be provided. Federal, state and/or local orders and/or data may result in modifications to the District's face covering practices. • BASD will continue to encourage students and staff to follow current CDC guidance. • <i>"We are a mask judgement-free zone: Regardless, if a person is wearing a mask or not, it is important we live out our values and continue to treat everyone with</i>

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	<p><i>respect. People may have a variety of reasons why they choose to wear a mask or not get vaccinated, and we will expect an environment of respect and acceptance."</i></p> <ul style="list-style-type: none"> • Federal order issued in January 2021, the CDC requires face coverings, regardless of vaccination status, when on public transportation - this includes on school buses operated by public and private school systems. However, a driver does not need to wear a face covering if they are the only person on the bus.
<p>b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding) ;</p>	<ul style="list-style-type: none"> • BASD will adhere to the latest mandates provided by PDE, DOH, and CDC, relative to physical distancing. • Physical distancing to the maximum extent feasible will continue to be recommended for indoor and outdoor spaces regardless of vaccination status. • In order to maintain in-person instruction five days per week, minimum physical distancing requirements will be hard to achieve in larger student populated buildings during lunch times. BASD will continue to place emphasis on the layered prevention strategies used to reduce the transmission of the COVID-19 Virus. • In anticipation of class sizes returning to full capacity in the fall of 2021 as allowed by program regulations and requirements, use of desk barriers will be available.
<p>c. Handwashing and respiratory etiquette;</p>	<ul style="list-style-type: none"> • Expectations related to handwashing and respiratory etiquette will be posted on the BASD website and communicated by email to each staff member. Gentle reminders to students and

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	<p>posters throughout our school buildings will be utilized.</p> <ul style="list-style-type: none"> • Protocols to students and staff include: <ul style="list-style-type: none"> ○ Washing one’s hands often with soap and water for at least 20 seconds. ○ If soap and water are not available, use hand sanitizer that contains at least 60% alcohol (for staff and older children who can safely use hand sanitizer) ○ Avoid touching one’s eyes, nose, and mouth. ○ Cover coughs and sneezes with a tissue or cough or sneeze into one’s elbow. • Reminders to staff and students will be provided with respects to encouraging those who are sick or have illness to stay home and where appropriate, get tested for COVID-19, and always follow primary care physician recommendations.
<p>d. Cleaning and maintaining healthy facilities, including improving ventilation;</p>	<ul style="list-style-type: none"> • BASD will adhere to the latest mandates provided by PDE, DOH, and CDC related to cleaning and ventilation. • BASD will continue in ventilating all classrooms and common areas when available/possible using windows. Recommend air circulation patterns that push inside air towards open windows. Ventilation systems will continue to be run for additional hours prior to schools opening for staff and students. This will provide additional fresh air in all work and classroom spaces. • BASD is committed to continuing the best practices developed in response to COVID-19 for keeping

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	<p>the workplace clean, disinfected, and safe for staff, students, and visitors. The classrooms and office spaces where someone was identified as having COVID-19, will be cleaned as soon as possible.</p> <ul style="list-style-type: none"> • The use of universal precautions designed to minimize the transmission of communicable diseases will continue to be implemented. Hand sanitizer and cleaning materials will remain available. • Limiting shared materials and use of materials that cannot be easily cleaned will continue. • Staff will continue to be expected to share in the cleaning and disinfecting of shared equipment and / or furniture / items within one's office / classroom. • Additional cleaning and disinfecting measures / protocols may be required as deemed appropriate or directed by DOH depending on circumstances. • Staff will continue to be expected to adhere to appropriate personal protective equipment guidelines.
<p>e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;</p>	<ul style="list-style-type: none"> • DOH considers COVID-19 a communicable disease. As such, it is among DOH's listing of reportable diseases. • Staff are required to report a suspected or known case of COVID-19 to their supervisor within 24 hours. • Staff must follow the recommendation of their attending physician. • BASD will contact DOH and follow their guidance. Guidance may include the following: <ul style="list-style-type: none"> ○ Disease information.

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	<ul style="list-style-type: none"> ○ The distribution of appropriate letters and communications. ○ Identification of high-risk individuals. ○ Appropriate action and treatment; and ○ Ongoing support and assistance.
<p>f. Diagnostic and screening testing;</p>	<ul style="list-style-type: none"> ● Staff are required to follow the recommendation of their attending physician and / or DOH directive(s) as it relates to diagnostic and screening testing. ● Screening questionnaires and temperature checks may be considered for participation in sports, extra-curricular activities, and visitors to our buildings.
<p>g. Efforts to provide vaccinations to school communities;</p>	<ul style="list-style-type: none"> ● BASD held vaccination clinics throughout the spring of 2021, providing over 30,000 vaccinations to Boyertown and surrounding communities. These clinics were in conjunction with the Medicine Shoppe of Boyertown and were a tremendous success. ● BASD continues to collaborate with local health care providers and epidemiologist leaders regarding targeted areas of needs and will continue to serve as a vaccination host site if called upon. ● BASD continues to communicate local vaccine opportunities and testing sites available to staff and the community at large.
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<ul style="list-style-type: none"> ● Special accommodations or health care needs of students with disabilities will be addressed through the IEP and 504 processes. ● Accommodations may include, but not limited to adapted service delivery models, (i.e.,

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	teleintervention, individualized services, when appropriate) and / or other health and safety precautions as outlined in an individualized health plan.
i. Coordination with state and local health officials.	<ul style="list-style-type: none"> • BASD will continue to maintain existing partnerships with local and state agencies.

How BASD has solicited public comment on the 2021-2022 ARP/ESSR Health and Safety Plan

A Public Comment period was provided at the June 22, 2021 regular monthly voting meeting. Nine members of the community spoke on parents exercising their rights with regards to their children being required to wear masks. During this public meeting, a petition with over 400 names to make masks optional was also submitted to the administration/school board.

On July 13, 2021, the school board of directors held a Committee of the Whole meeting at which time the Pandemic Task Force Committee reviewed the proposed health and safety plan for the 2021-2022 school year. This provided another opportunity for public comment in relation to the development of the plan.

A draft of the 2021-2022 Health and Safety Plan was posted to the school districts website. BASD asked for public feedback leading up to the July 27, 2021 Board of Directors voting meeting. Public comment was collected via HealthAndSafety21-22@bovertownasd.org

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Boyertown Area School District** reviewed and approved the Health and Safety Plan on **(INSERT DATE: MONTH, DAY, YEAR)**.

The plan was approved by a vote of:

Yes

No

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

By:

(Signature of Board President)*

(Print Name of Board President)

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

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

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