



Centennial School District Phased School Reopening Health and Safety Plan Template

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.

The Health and Safety Plan, once approved by the School Board, will be posted on our district website. Updates and changing guidelines will be noted and communicated through all of the district's media tools. A school closing due to COVID-19 will only be implemented with close collaboration with the Bucks County Health Department.

Table of Contents

Health and Safety Plan

Type of Reopening	6
Pandemic Coordinator/Team	10
Key Strategies, Policies, and Procedures	12
Cleaning, Sanitizing, Disinfecting and Ventilation	13
Social Distancing and Other Safety Protocols	15
Monitoring Student and Staff Health	20
Other Considerations for Students and Staff	24
Health and Safety Plan Professional Development	26
Health and Safety Plan Communications	27
Health and Safety Plan Summary	28
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation	29
Social Distancing and Other Safety Protocols	29
Monitoring Student and Staff Health	31
Other Considerations for Students and Staff	32
Health and Safety Plan Governing Body Affirmation Statement	36

Health and Safety Plan: Centennial School District

The Centennial School District has developed the following Health and Safety Plan for the reopening of our schools in the 2020-2021 school year. This plan is a collaborative effort which includes input from our administrative team with support and guidance from members of our teaching staff, support staff, school nurses, counselors and social workers. Our planning teams worked diligently to consider various scenarios to ensure that the students of the Centennial School District will receive an outstanding education through three types of educational settings.

In addition, the district asked for and received input from parents and staff regarding the possible options for the opening of the 2020-21 school year. We know and embrace the concept that we are part of an educational family and that there is strength in using the input from a variety of sources to help shape our plans.

We have taken steps to keep our Board, parents and staff informed about our internal planning process. We have used eAlerts, phone alerts, video clips, an enhanced district website information reopening bank of information, surveys and comprehensive FAQ to create opportunities for two-way communication.

The district has committed fiscal resources to support our options. Through the assistance of the Board of Bucks County Commissioners, we are in the process of acquiring face shields for our students and staff. In addition, we have and will continue to purchase necessary supplies and equipment to keep our facilities clean and healthy.

Our head and school nurses have been engaged with the Bucks County Department of Health to develop and eventually distribute information regarding COVID 19 protocols. School nurses and our school doctor will be critical to our ability to help students and staff who may contract COVID 19.

We must 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 hybrid 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 Bucks County's current designation of green and with consideration to the health and safety of our local community, we will implement a full virtual K-12 instructional plan on September 1st, 2020 with a phase into a K-12 blended program by early November. The district however is concerned that the current phase color of green is very close to yellow and that is a factor in selecting the full virtual plan on September 1, 2020. Prior to moving into the blended program, the district will conduct two status reports that will indicate the readiness for the implementation of the blended program.

The district will honor the IEPs of children in special needs programs, including IMG, and will continue with all 504 service plans as well on September 1st in the virtual program. The Centennial Special Education Department will consult with special needs parents to make any necessary modifications to IEPs, GIEPs and 504 service plans. The same will be true when and if the district moves into the hybrid plan in early November.

The full virtual program will use the Centennial Curriculum and students will be provided with necessary devices and internet connections, if needed, to ensure equity. Students and teachers will follow a normal school day and all subjects will be offered as they would in a brick and mortar setting.

The blended program will have students divided into two cohorts by alphabetical order. Specific instructional schedules have been developed for elementary, middle and high school levels. Students will receive face-to-face instruction on two days and receive instruction via remote means on the other three days. All Centennial K-12 curriculum will be offered.

We will use the remainder of the template to document Centennial's plan to bring back students and staff, how we will communicate the type of reopening with stakeholders in our 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 the Centennial School District will account for changing conditions in our local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

- 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?

The district has planned its reopening with having social distancing as being a key component. The district will follow the guidelines established by the CDC and the PA Department of Health. The planning was communicated through district video clips on the Website, parent surveys, letters and review of procedures through video training clips.

The district will stay engaged with the Bucks County Department of Health and PDE to determine if the color phase has changed or there is a significant community spread of the coronavirus.

The district formed three planning committees to develop models for returning to instruction in the 2020-21 school year. Committees were comprised of administrators, teachers, support staff and Board of School Directors members. The plans were shared with the Board of School Directors at a public meeting on July 28, 2020. In addition, the plans were shared with the community and the staff via videos, surveys and FAQs. The district developed models for a full in-person return to school for all students and staff, a blended or hybrid model where students would attend school for two days a week and learn remotely for the other three, a full virtual model using synchronous and asynchronous methods with the primary being the preparation for students to fully return to school when health conditions improve.

Addressing Community Spread in K-12 Schools
 LEVEL OF COMMUNITY SPREAD (AS DETERMINED BY STATE AND LOCAL HEALTH OFFICIALS)

Red Phase (Substantial Spread)	Yellow Phase (Minimal/Moderate Spread)	Green Phase (Low/Mo Spread)
<ul style="list-style-type: none"> ● Schools that are closed remain closed and we will implement a remote learning program ● School district will coordinate with local and state departments ● The School District will cooperate with the Bucks County Department of Health in any contact tracing protocols ● The School District will immediately close any infected area and pause for 24 hours before cleaning and disinfecting ● The School District in conjunction with state and local health departments work to accommodate the needs of students, staff and the families of children who are of high risk to get a severe illness. 	<ul style="list-style-type: none"> ● Schools may provide virtual, blended or in-person instruction in accordance with PDE rules and regulations ● Schools may provide for virtual, blended or in-person instruction based on a written plan approved the PDE and the local Board of School Directors ● The School District will maintain communication channels with local and state health departments ● The school district will cooperate with the Bucks County Department of Health in any contact tracing protocols. ● The School District will initiate and enhanced social distancing measures ● The School District will post appropriate signs on how to curb the spread of Covid 19 symptoms and take preventive measures, good hygiene and school district protocols 	<ul style="list-style-type: none"> ● Schools will respond to CDC and DOH Guidance ● Schools may provide in-person instruction after developing a written Health and Safety Plan that is approved by PDE and the local Board of School Directors ● The School District will post any approved plan on the district website ● The School District will maintain communications with state and local health department officials ● The School District will cooperate in any contact tracing protocols ● The School District will post appropriate signs in classrooms, hallways, and district building entrances to communicate how to stop the spread of the virus ● The School District will establish a protocol for students/staff who feel ill and experience symptoms when they come back to work or school

	<ul style="list-style-type: none"> ● The School District will establish reentry protocols for individuals who am have been infected with Covid 19 ● The School District will establish protocols for students and staff who feel ill and clean and isolate impacted classrooms and other school spaces ● The District will use discretion to close any school or facility. 	<ul style="list-style-type: none"> ● The School District will consider ways to accommodate the needs of children, teachers/staff, and families who are higher risk for illness.
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For additional guidance on addressing community spread, see the [Center for Disease Control's Consideration for Schools](#)

Centennial School District Decision Tree

Centennial School District’s Path to Reopening for K-12 Schools not only provides considerations for school leaders as we develop plans for restarting school this fall but provides a flexible framework to address challenges that may develop throughout the 2020/2021 school year. Instead of a one-size-fits-all approach, the below Centennial School District Decision Tree provides a menu of instructional models and responses districts can adopt to ensure the continued success and safety of students and staff members.

Level of Community Spread (as determined by state and local health officials)	Red Phase (Substantial Spread)	Yellow Phase (Minimal/Moderate Spread)		Green Phase (Low/No Spread)
	↓	↓	↓	↓
Instructional Model (as determined by local school entity)	Virtual	Virtual	Virtual Hybrid	Virtual Hybrid Full In-person
	↓	↓	↓	↓
Response (as determined by local school entity in partnership with local departments of public health and community stakeholders)	Targeted Closure Isolate and disinfect affected areas Or Short-term Closure Close for facility-wide deep cleaning Or Extended Closure Close building(s) for at least 14 days	Limited Opening School Buildings will be open for use but at reduced levels	Possible Limited or Staggered Use of School Building(s) Implement alternating schedules for students; distance/remote learning (*If confirmed case of COVID-19 in school building see Targeted Closure)	All School Building(s) May Open Implement preventative practices and additional proactive processes/protocols. See Section: Key Strategies Policies and Procedures

Based on your county’s current designation and local community needs, which type of reopening has your school entity selected?

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

Although the district will begin the school year with a remote option, the intent is to have all students back in school when health related issues are improved.

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): November 9, 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 (Options Above)
Dr. Dennis Best	Administration	Plan Development and Response Team
Ms. Melissa Bolden	Administration	Plan Development and Response Team
Ms. Virginia Fredericksen	Administration	Plan Development and Response Team
Mr. Anthony Gabriele	Administration	Plan Development and Response Team
Mr. Thomas Greenwood	Administration	Plan Development and Response Team
Ms. Karen Pressler	School Nurses	Plan Development and Response Team
Dr. Thomas Seidenberger	Administration	Plan Development and Response Team
Mr. Robert Whartenby	Administration	Plan Development and Response Team

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:

The Centennial School District has trained its custodial and maintenance staff in all cleaning procedures. The district has participated with the Bucks County IU in a joint supply bid process to acquire needed cleaning supplies, as well as, working with existing vendors to secure pricing and product. The district will clean all facilities and high touch areas on a regular and daily basis. Cleaning procedures have been shared with all custodial staff. All custodial and maintenance staff have been trained in the summer of 2020 in sanitizing, disinfecting and general cleaning techniques. The Director of Facilities will inspect all district facilities on a regular basis to determine the effectiveness of the cleaning regimen, and adapt to changing needs accordingly.

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	Cleaning of high touch surfaces such as, but not limited to cleaning, sanitizing, disinfecting will be performed in accordance with current CDC and DOH guidelines.	Cleaning of high touch surfaces such as, but not limited to cleaning, sanitizing, disinfecting will be performed in accordance with current CDC and DOH guidelines.	Robert Whartenby Director of Facilities	Sanitizer, disinfectants (i.e., Chlorine dioxide)	Y

<p>other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products.</p> <p>No use of drinking fountains (water source will be turned off). Bottle filling stations at each school will be provided.</p> <p>Desks, chairs, door handles, counters, etc.</p> <p>Classrooms and offices will be provided with hand sanitizer and cleaning supplies.</p> <p>Individuals will be encouraged to wash hands frequently (upon arrival, prior to eating, after recess).</p> <p>District vehicles (buses, vans, etc.) will be frequently cleaned and disinfected after return to the transportation center. Buses will be outfitted with hand sanitizer near step well.</p>	<p>EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products.</p> <p>No use of drinking fountains (water source will be turned off). Bottle filling stations at each school will be provided.</p> <p>Desks, chairs, door handles, counters, etc.</p> <p>Classrooms and offices will be provided with hand sanitizer and cleaning supplies.</p> <p>Individuals will be encouraged to wash hands frequently (upon arrival, prior to eating, after recess).</p> <p>District vehicles (buses, vans, etc.) will be frequently cleaned and disinfected after return to the transportation center. Buses will be outfitted with hand sanitizer near step well.</p>			
<p>Other cleaning, sanitizing, disinfecting, and</p>	<p>Increased ventilation of all classrooms and common areas when available and/or possible</p>	<p>Increased ventilation of all classrooms and common areas when available and/or possible</p>	<p>Robert Whartenby Director of Facilities</p>	<p>Sanitizer, disinfectants (i.e., Chlorine dioxide)</p>	<p>Y</p>

<p>ventilation practices</p>	<p>using windows, and the existing HVAC system to introduce additional outside air when weather conditions permit.</p> <p>Clean affected area where a symptomatic student/staff member was. Clean isolation area after each symptomatic student/staff member leaves the area.</p> <p>Continue nightly cleaning protocols with a concentration on high touch surfaces.</p> <p>Provision of plexiglass barriers/partitions where direct face-to-face interaction occurs on a regular basis.</p>	<p>using windows, and the existing HVAC system to introduce additional outside air when weather conditions permit.</p> <p>Clean affected area where a symptomatic student/staff member was. Clean isolation area after each symptomatic student/staff member leaves the area.</p> <p>Continue nightly cleaning protocols with a concentration on high touch surfaces.</p> <p>Provision of plexiglass barriers/partitions where direct face-to-face interaction occurs on a regular basis.</p>			
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Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?

- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

The Centennial School District will follow the guidelines of the CDC, DOH and Bucks County Health Department in establishing social distancing for the blended option. Students may be taken outside to take a face covering break while observing the 6 ft distancing guidelines and teachers will use discretion if permitting classroom mask breaks as long as they conform to CDC and DOH 6ft. distancing guidelines.. Hand sanitizers will be located in every classroom and lavatories and high touch areas will be cleaned during the school day.

The district expects to limit visitor access to the schools and plexiglass will be installed to limit contact between a visitor and a member of the school staff.

All custodial and maintenance staff have been trained in proper cleaning and sanitizing techniques.

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	Classroom seating to accommodate 6 foot social distancing. Appropriate PPE will be utilized by staff for direct instruction requiring less than 6 feet distancing as well as personal care needs.	Classroom seating to accommodate 6 foot social distancing. Appropriate PPE will be utilized by staff for direct instruction requiring less than 6 feet distancing as well as personal care needs.	Robert Whartenby, Director of Facilities Principals		Y

<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Grab and go lunch options available in schools</p> <p>Secondary students will eat in cafeterias and some alternate spaces.</p> <p>Some elementary school classes will eat in classrooms.</p>	<p>Grab and go lunch options available in schools</p> <p>Secondary students will eat in cafeterias and some alternate spaces.</p> <p>Some elementary school classes will eat in classrooms.</p>	<p>Principals</p>		<p>N</p>
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices.</p> <p>Sanitizer - readily available to students and staff.</p> <p>Assure accessibility to sinks, soap and paper towels.</p> <p>Hands should be washed upon entry, before eating, after recess, before boarding the bus at the end of day, after restroom use, any time hands are soiled.</p> <p>Do not rely solely on hand sanitizer, use soap and water in between hand sanitizer use.</p> <p>Gloves are not recommended unless normally worn for other purposes.</p>	<p>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices.</p> <p>Sanitizer - readily available to students and staff.</p> <p>Assure accessibility to sinks, soap and paper towels.</p> <p>Hands should be washed upon entry, before eating, after recess, before boarding the bus at the end of day, after restroom use, any time hands are soiled.</p> <p>Do not rely solely on hand sanitizer, use soap and water in between hand sanitizer use.</p> <p>Gloves are not recommended unless normally worn for other purposes.</p>	<p>Karen Pressler - Nurse Coordinator</p>	<p>Hand sanitizer</p>	<p>Y</p>

<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Social distancing reminders will be posted at entrances/exits, classrooms, bathrooms and congregate settings.</p> <p>Hand washing procedures posted in bathrooms and all sink locations.</p> <p>Signs above water fountains prohibiting use of fountains.</p>	<p>Social distancing reminders will be posted at entrances/exits, classrooms, bathrooms and congregate settings.</p> <p>Hand washing procedures posted in bathrooms and all sink locations.</p> <p>Signs above water fountains prohibiting use of fountains.</p>	<p>Robert Whartenby, Director of Facilities</p> <p>Karen Pressler, Nurse Coordinator</p>	<p>Signage</p>	<p>N</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Non-essential staff and/or visitors are prohibited from entering classrooms.</p>	<p>Non-essential staff and/or visitors are prohibited from entering classrooms.</p>	<p>Principals</p>	<p>Signage</p>	<p>N</p>
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>Recess will not be held. Instead, face covering breaks will be held throughout the day.</p>	<p>Recess will not be held. Instead, face covering breaks will be held throughout the day.</p>	<p>Principals</p> <p>John Creighton, Athletic Director</p>		<p>N</p>
<p>Limiting the sharing of materials among students</p>	<p>Students will not be permitted to share materials.</p>	<p>Students will not be permitted to share materials.</p>	<p>Teachers</p>		<p>N</p>
<p>Staggering the use of communal spaces and hallways</p>	<p>Hallway travel will be one-way wherever possible. In the event that one-way travel isn't possible, hallways will be divided for two way</p>	<p>Hallway travel will be one-way wherever possible. In the event that one-way travel isn't possible, hallways will be divided for two way traffic. Dismissal</p>	<p>Principals</p>		<p>N</p>

	traffic. Dismissal from classrooms will be staggered.	from classrooms will be staggered.			
Adjusting transportation schedules and practices to create social distance between students	<p>Social distancing between students will be implemented while transporting students to and from school. Bus entry and exit load back to front/unload front to back. Masks required as per the requirement of the CDC and DOH. The spacing of students will be as per CDC and DOH.</p> <p>District vehicles (buses, vans, etc.) will be frequently cleaned and disinfected after return to the transportation center. Buses will be outfitted with hand sanitizer near step well.</p>	<p>Social distancing between students will be implemented while transporting students to and from school. Bus entry and exit load back to front/unload front to back. Masks required as per the requirement of the CDC and DOH. The spacing of students will be as per CDC and DOH.</p> <p>District vehicles (buses, vans, etc.) will be frequently cleaned and disinfected after return to the transportation center. Buses will be outfitted with hand sanitizer near step well.</p>	<p>Tom Golden, Supervisor of Transportation</p> <p>Robert Whartenby, Director of Facilities</p>	Sanitizing wipes	N
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Ensure 6 foot social distancing in classrooms where possible. Restrict interactions between groups of students.	Ensure 6 foot social distancing in classrooms where possible. Restrict interactions between groups of students.	<p>Principals</p> <p>Teachers</p>		N
Coordinating with local childcare regarding on site care, transportation protocol changes	District will discuss with community and in-house daycare providers	District will discuss with community and in-house daycare providers	<p>Robert Whartenby, Director of Facilities</p> <p>Principals</p>	Suggested list of health related and cleaning products will be given to in-house providers	N

and, when possible, revised hours of operation or modified school-year calendars	All in-house daycare providers will wear masks and follow district health protocols. District will work with in-house providers on drop-off and pick-up procedures.	All in-house daycare providers will wear masks and follow district health protocols. District will work with in-house providers on drop-off and pick-up procedures.			
Other social distancing and safety practices	No field trips will be scheduled	A limited amount of specialized field or program related out-of-school trips will be permitted on a case-by-case basis	Program Coordinators Central Office Staff		N

Monitoring Student and Staff Health

Key Questions

How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?

Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?

What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?

Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?

What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable or uncomfortable to return?

How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?

When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?

Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided?

School nurses will work with our school doctor and head nurse to make certain our building staff is educated on proper health related protocols. In addition our head nurse participates in regular meetings with Bucks County Health Department officials. “Finger-tip” reminders will be created and distributed to staff that provide salient information on how to deal with a variety of COVID 19 situations.

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 staff, students and parents will be regularly reminded of the common symptoms of COVID 19</p> <p>All students and staff will be advised to stay home if they feel ill</p> <p>Parents will be advised to check their child for symptoms of COVID 19 on a daily basis</p> <p>All staff will be advised to perform a self-check each morning before coming to work</p> <p>District will use multiple means to communicate the need for regularly checking for symptoms of COVID 19</p>	<p>All staff, students and parents will be regularly reminded of the common symptoms of COVID 19</p> <p>All students and staff will be advised to stay home if they feel ill</p> <p>Parents will be advised to check their child for symptoms of COVID 19 on a daily basis</p> <p>All staff will be advised to perform a self-check each morning before coming to work</p> <p>District will use multiple means to communicate the need for regularly checking for symptoms of COVID 19</p>	<p>Central Office</p> <p>Principals</p> <p>Director of Facilities</p> <p>School Nurses</p>	<p>Appropriate PD resources</p>	<p>Y</p>

	<p>Staff will be regularly reminded on recognizing the symptoms of COVID 19</p> <p>Schools will use daily messaging techniques to remind students of COVID 19 symptoms</p> <p>Signage will be placed in strategic locations in schools and district facilities</p>	<p>Staff will be regularly reminded on recognizing the symptoms of COVID 19</p> <p>Schools will use daily messaging techniques to remind students of COVID 19 symptoms</p> <p>Signage will be placed in strategic locations in schools and district facilities</p>			
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Staff and students will be advised to immediately report to the nurse's office. Face coverings must be worn. School Nurse will make the determination to send a student or staff member home</p> <p>Parents will be asked to pick up student within 30 minutes</p> <p>Students and staff members treated in an isolation room</p> <p>School Nurse will notify school officials and Bucks County Health Department</p> <p>All exclusion from school COVID 19 protocols will be observed</p> <p>School nurses room or isolation room is cleaned.</p>	<p>Staff and students will be advised to immediately report to the nurse's office. Face coverings must be worn. School Nurse will make the determination to send a student or staff member home</p> <p>Parents will be asked to pick up student within 30 minutes</p> <p>Students and staff members treated in an isolation room</p> <p>School Nurse will notify school officials and Bucks County Health Department</p> <p>All exclusion from school COVID 19 protocols will be observed</p> <p>School nurses room or isolation room is cleaned.</p>	<p>School Nurses Principals Central Office</p>	<p>Appropriate PD resources</p>	<p>Y</p>

<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>The Bucks County Health Department will be a key partner in deciding when an infected student or staff member can return to school</p> <p>This applies to anyone who exhibits COVID 19 symptoms or is identified as testing positive for COVID 19 or has been in close contact with someone who contracted COVID 19</p> <p>The Bucks County Health Department will regularly work with school nurses to share critical information and protocols.</p>	<p>The Bucks County Health Department will be a key partner in deciding when an infected student or staff member can return to school</p> <p>This applies to anyone who exhibits COVID 19 symptoms or is identified as testing positive for COVID 19 or has been in close contact with someone who contracted COVID 19</p> <p>The Bucks County Health Department will regularly work with school nurses to share critical information and protocols.</p>	<p>School Nurses Principals Central Office</p>	<p>Bucks County Health Department</p>	<p>Y Nurses Principals Central Office</p>
<p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>The district will collaborate with the Bucks County Health Department on any decision that may affect district schools and facilities.</p> <p>The district will also keep its current procedures and protocols for dealing with other infectious diseases such as measles, pertussis to keep schools and facilities in safe condition.</p> <p>The district will use a variety of communication methods to inform the public if situations arise with an infectious disease.</p>	<p>The district will collaborate with the Bucks County Health on any decision that may affect district schools and facilities.</p> <p>The district will also keep current its procedures and protocols for dealing with other infectious diseases such as measles, pertussis to keep schools and facilities in safe condition.</p> <p>The district will use a variety of communication methods to inform the public if situations arise with an infectious disease.</p>	<p>Superintendent</p>		<p>N</p>

Other monitoring and screening practices	<p>The district will collaborate with Bucks County in contract tracing and other measures such as quarantines or isolations.</p> <p>The district will observe all confidentiality rules for any person impacted by COVID 19.</p>	<p>The district will collaborate with Bucks County in contract tracing and other measures such as quarantines or isolations.</p> <p>The district will observe all confidentiality rules for any person impacted by COVID 19.</p>	Superintendent		N
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Other Considerations for Students and Staff

Key Questions

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

Summary of Responses to Key Questions: The district will adhere to the facial covering directive of Governor Wolf and the provisions regarding facial coverings by the DOH. The district will base its student specific supports as provided for in any IEP, 504 Plan or a medical note.

The district has met with our substitute service provider to review all health related protocols. The district will also employ necessary certificated and non-certificated staff to provide for FAPE for each identified student as well as all guidance programs for all other students.

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	<p>School nurses will develop appropriate health plans for all students who are at a higher risk level.</p> <p>The district will provide face shields for all staff and students to augment safety and protection for face-to-face teaching or interacting situations in classrooms or in other congregate settings.</p>	<p>School nurses will develop appropriate health plans for all students who are at a higher risk level.</p> <p>The district will provide face shields for all staff and students to augment safety and protection for face-to-face teaching or interacting situations in classrooms or in other congregate settings.</p>	School Nurses Principals Central Office	Face shields, masks and notes from doctors	N
* Use of face coverings (masks or face shields) by all staff	<p>Follow guidelines recommended by DOH for staff. Students and staff will be given a choice of face coverings to use in school settings. and on school buses, loading and unloading school buses cafeteria lines, bathrooms, locker rooms.</p> <p>Staff members with a medical situation or disability under the ADA may be exempt from wearing a face covering.</p>	<p>Follow guidelines recommended by DOH for staff. Students and staff will be given a choice of face coverings to use in school settings. and on school buses, loading and unloading school buses cafeteria lines, bathrooms, locker rooms.</p> <p>Staff members with a medical situation or disability under the ADA may be exempt from wearing a face covering.</p>	Virginia Fredericksen, HR Director Central Office	Face coverings and signage	Y (for all staff)
* Use of face coverings (masks or face shields) by older students (as appropriate)	Adhere to DOH guidelines to protect students and staff from the spread of COVID 19.	Adhere to DOH guidelines to protect students and staff from the spread of COVID 19.	Principals Central Office	Facial coverings	Y

	Requirements will be observed in all district buildings and applicable facilities.	Requirements will be observed in all district buildings and applicable facilities.			
Unique safety protocols for students with complex needs or other vulnerable individuals	Adhere to DOH guidelines to protect students and staff from the spread of COVID 19. Facial coverings required in all district buildings and facilities at all times.	Adhere to DOH guidelines to protect students and staff from the spread of COVID 19. Facial coverings required in all district buildings and facilities at all times.	Principals Central Office	Facial coverings	Y
Strategic deployment of staff	School district will use in-person or hybrid instruction assignments. Certificated staff will offer nursing, guidance, testing and special needs support for students. Support staff will be deployed to assist in student instruction and supervisory situations.	School district will use in-person or hybrid instruction assignments. Certificated staff will offer nursing, guidance, testing and special needs support for students. Support staff will be deployed to assist in student instruction and supervisory situations.	Principals Central Office	Staffing lists and assignments	N

Health and Safety Plan Professional Development

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

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.

- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Health and Safety Plans Overview-COVID 19	All staff	Central Office Staff	Virtual/Video	Plan	8/31/20	8/31/20
Cleaning and Sanitizing Procedures	Custodial/Maintenance Staff	Director of Facilities	Demonstration/ Hands-on	Products/Equipment	7/1/20	8/31/20
Face Covering Protocols	All Staff	Central Office Principals Director of Facilities	Video Large and Small Groups	Face Shields/Masks	8/18/20	9/1/20
Social Distancing Protocols	All Staff	Central Office School Nurses Principals Director of Facilities	Written Procedures Video Small and Large Groups	Various School Locations	8/18/20	9/1/20
Hygiene Practices	All Staff	Central Office School Nurses Director Of Facilities	Demonstration Videos	Hand Washing Items	7/1/20	9/1/20
Nurse Room/Isolation Room Procedures	Nurses	Head Nurse	Small Group In-person	High School	8/18/20	9/1/20
Bus Driver Orientation	Bus Drivers	Director of Facilities Transportation Supervisor	Virtual and In-person	Bus Garage	8/30/20	8/31/20

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
First Parent Survey	All Parents	Superintendent	e-mail	6/25/20	7/1/20
Staff Survey	All Staff	Superintendent	e-mail	7/14/20	7/20/20
Second Parent Survey	All Parents	Superintendent	e-mail	7/21/20	7/24/20
School Reopening Resource Center on District Website	Community	Superintendent Communications Coordinator	website	7/3/20	ongoing
Staff Update	All Staff	Superintendent	phone	7/8/20	7/8/20
Superintendent Updates	Community	Superintendent Communications Coordinator	video	7/8/20	weekly ongoing
Board Presentation	Board Community	Superintendent Planning Team Leaders Principals	Power Point Zoom	7/28/20	7/28/20

Health and Safety Plan Summary Centennial School District

Anticipated Launch Date: August 4, 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.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>Cleaning of high touch surfaces such as, but not limited to cleaning, sanitizing, disinfecting will be performed in accordance with current CDC and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products. No use of drinking fountains (water source will be turned off). Bottle filling stations at each school will be provided. Desks, chairs, door handles, counters, etc. Classrooms and offices will be provided with hand sanitizer and cleaning supplies. Individuals will be encouraged to wash hands frequently (upon arrival, prior to eating, after recess). District vehicles (buses, vans, etc.) will be frequently cleaned and disinfected after return to the transportation center. Buses will be outfitted with hand sanitizer near step well.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p> <p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Classroom seating to accommodate 6 foot social distancing. Appropriate PPE will be utilized by staff for direct instruction requiring less than 6 feet distancing as well as personal care needs.</p> <p>Grab and go lunch options available in schools. Secondary students will eat in cafeterias and some ancillary spaces. Some elementary school classes will eat in the classrooms.</p>

<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <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>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices. Sanitizer - readily available to students and staff. Assure accessibility to sinks, soap and paper towels. Hands should be washed upon entry, before eating, after recess, before boarding the bus at the end of day, after restroom use, any time hands are soiled. Do not rely solely on hand sanitizer, use soap and water in between hand sanitizer use. Gloves are not recommended unless normally worn for other purposes.</p> <p>Social distancing reminders will be posted at entrances/exits, classrooms, bathrooms and congregate settings. Hand washing procedures posted in bathrooms and all sink locations. Signs above water fountains prohibiting use of fountains.</p> <p>Recess will not be held. Instead, mask breaks will be held throughout the days when students are in school.</p> <p>Students will not be permitted to share materials.</p> <p>Hallway travel will be one-way wherever possible. In the event that one-way travel isn't possible, hallways will be divided for two way traffic. Dismissal from classrooms will be staggered.</p> <p>Social distancing between students will be implemented while transporting to and from school. Bus entry and exit load back to front/unload front to back. Disinfect between routes. Masks required as per the requirement of the CDC and DOH. The spacing of students will be as per CDC and DOH.</p>
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<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>Follow guidelines recommended by DOH for staff. Students and staff will be given a choice of face coverings to use in school settings, and on school buses, loading and unloading school buses cafeteria lines, bathrooms, locker rooms. Staff members with a medical situation or disability under the ADA may be exempted from wearing a face covering.</p> <p>Adhere to DOH guidelines to protect students and staff from the spread of COVID-19. Requirements will be observed in all district buildings and applicable facilities.</p> <p>Adhere to DOH guidelines to protect students and staff from the spread of COVID-19. Facial coverings required in all district buildings and facilities at all times.</p> <p>School district will use in-person or hybrid instruction assignments. Certificated staff will offer nursing, guidance, testing and special needs support for students. Support staff will be deployed to assist in student instruction and supervisory situations.</p>
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School Reopening Committee		
Kate Amate - Teacher	Mary Ellen Gilbert - Teacher	Rose Miele - Instructional Coach
Dr. Sarah Babins - Counselor	Flemming Godiksen - Board Member	Mark B. Miller - Board Member
Hope Banchi - Teacher	Patrick Golderer - Principal	Ernie Ortiz, Jr. - Principal
Brian Bassler - Teacher	Thomas Greenwood - CFO	Amanda Palo - Nurse

Steve Beal - Teacher	Donna Harkins - Teacher	Dr. Cathy Perkins - Principal
Margie Becker - Cafeteria Manager	Martin Hayes - Principal	Karen Pressler - Nurse Coordinator
Dr. Dennis Best - Principal	Dr. Julie Henrich - Asst. Principal	Carol Quinlan - Social Worker
Michelle Bisacquino - Executive Assistant	Cindy Henry - Teacher	Kelly Rider - Teacher
Karen Blumenthal - Counselor	Sarah Hobensack - Nurse	Colleen Ruch - Executive Secretary
Melissa Bolden - Acting Asst. to the Superintendent for Pupil Services	Bob Immerman - Counselor	Karen Rutkowski - Transportation
Mary Alice Brancato - Board Member	Shawanna James-Coles - Asst. Director of Elementary Education	Joe Rutz - Asst. Director of Secondary Education
Haley Butler - Asst. Principal	Ignacio Jayo - Teacher	Alex Schuh - Teacher
Amy Campbell - Database and Software Administrator	Will Jeffreys - Asst. Director of Pupil Services	Bert Shoulberg - Teacher
Annemarie Catalano - Teacher	Mary John - Teacher	Angela Spisak - Teacher
Dr. Albert Catarro - Teacher	Dave Jones - Teacher	Heather Stek - CEA President
Donna Colletti - Instructional Coach	Daniel Julius - Asst. Principal	Shannon Stone - Food Service Supervisor
Kristin Cooke - Social Worker	Elizabeth Katits - Executive Secretary	Matthew Tomlinson - Counselor
John Creighton - Athletic Director	Matt Kocher - Teacher	Cheryl Tonkinson - Teacher
Nick D'Andrea - Instructional Coach	Elizabeth Kruse - Accounting Manager	Sarah Totans - Teacher

Andrew Doster - Principal	Lisa Laatsch - Teacher	Michael VanBuren - Asst. Principal
Andrew Drago - Asst. Principal	Nancy Linville - Teacher	Natalie Walton - Teacher
Emily Driver - Teacher	Kathleen Maguire - Teacher	Fran Watkins - Network and Systems Administrators
Karen Ellingson – Teacher	Shannon Martin - Teacher	Kathy Wawrzyniak - Asst. Principal
Tracy Farre – Cafeteria Manager	Woody Martin - Teacher	Robert Whartenby - Director of Facilities
James Ford - Asst. Principal	Dr. Christy Matik - Asst. Principal	Julie Williams - Teacher
Virginia Fredericksen - Director of Human Resources	Jessica McCaskill - Special Education Supervisor	Leanne Zemitis - Counselor
Rena Friedant - Teacher	Megan McCloud - Teacher	Lisa Zinman - Psychologist
Anthony Gabriele - Acting Asst. to the Superintendent for Learning and Innovation	Ryan Mulford - Asst. Principal	Lauren Zucker Teacher
Thomas Golden - Supervisor of Transportation	Erica Mumford - Psychologist	
	Ryan Myers - Psychologist	
	Lenore O'Donnell - Teacher	

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Centennial School District** reviewed and approved the Phased School Reopening Health and Safety Plan on August 4, 2020.

The plan was approved by a vote of:

 8 **Yes**

 1 **No**

Affirmed on: **August 4, 2020**

By:

Andrew Dixon

(Signature* of Board President)

Andrew Dixon

Andrew Dixon, 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.