

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 take into account 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: 
   1. Universal and correct wearing of [masks](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fcommunity%2Fschools-childcare%2Fcloth-face-cover.html);
   2. Modifying facilities to allow for [physical distancing](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html) (e.g., use of cohorts/podding);
   3. [Handwashing and respiratory etiquette](https://www.cdc.gov/handwashing/when-how-handwashing.html);
   4. [Cleaning](https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html) and maintaining healthy facilities, including improving [ventilation](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/ventilation.html);
   5. [Contact tracing](https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-resources.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fphp%2Fopen-america%2Fcontact-tracing-resources.html) in combination with [isolation](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html) and [quarantine](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html), in collaboration with State and local health departments;
   6. [Diagnostic](https://www.cdc.gov/coronavirus/2019-ncov/lab/pooling-procedures.html) and screening testing;
   7. Efforts to provide COVID-19 [vaccinations to school communities](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/toolkits/schools-childcare.html);
   8. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
   9. 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](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fcommunity%2Fschools-childcare%2Fschools.html)
* [PDE Resources for School Communities During COVID-19](https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Pages/default.aspx)
* [PDE Roadmap for Education Leaders](https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/CreatingEquitableSchoolSystems/Pages/default.aspx)
* [PDE Accelerated Learning Thorough an Integrated System of Support](https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/CreatingEquitableSchoolSystems/AcceleratedLearning/Pages/default.aspx)
* [PA Department of Health - COVID-19 in Pennsylvania](https://www.health.pa.gov/topics/disease/coronavirus/Pages/Coronavirus.aspx)

# Health and Safety Plan Summary: NORTHUMBERLAND COUNTY CTC

**Initial Effective Date: August 12, 2021**

**Date of Last Review: January 3, 2024**

**Date of Last Revision: August 11, 2021**

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?

In the best interest of education, the Northumberland County CTC recognizes the need to have students participating in face-to-face instruction as often as possible. This plan outlines the Center’s strategy to continue to recover from the pandemic. This is a fluid document based on local, state, and federal guidelines, which will continue to develop over time. This plan is based on the Center’s capability to follow the local, state, and federal guidelines to the best of our ability; however, this plan is developed to reduce the risk but does not eliminate risks and exposures.

1. 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?

A successful and equitable school opening strategy requires engaging the entire school community to establish a safe environment for all educators, school staff, and students, and promote trust and confidence. Northumberland County CTC staff and students’ families will be provided with DOH and CDC Covid-19 virus information for the purpose of self-monitoring. Staff and students will be encouraged to self-monitor for any signs and symptoms of Covid-19 at home prior to attending the Center. If any signs or symptoms are noted at home, that staff member or student should not attend school and will be encouraged to seek further medical attention. Staff and students’ families will self-monitor at home every day prior to attending the Center. If a staff member or student develops signs or symptoms while attending school, that staff member or student must report to the nurse immediately for assessment and evaluation. Any staff member, student, or other member of the school community who becomes ill and/or was exposed to a confirmed positive Covid-19 case will need to leave school immediately. The staff member of student will be required to seek further medical attention with testing for Covid-19 as needed. The Northumberland County CTC nurse and Administrator will work together, in conjunction with the Pennsylvania Department of Health, to determine quarantine and/or isolation needs to staff and students.

1. 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.

The Northumberland County CTC will implement mandates set forth by the Pennsylvania Department of Health and Centers for Disease Control and Prevention. CDC and PA Department of Health recommendations will be implemented to the extent practicable for mitigation policies in line with the most up to date guidance.

| ARP ESSER Requirement | Strategies, Policies, and Procedures |
| --- | --- |
| 1. Universal and correct wearing of [masks](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fcommunity%2Fschools-childcare%2Fcloth-face-cover.html); | The Center will continue to follow mandated guidelines set forth by the PA Department of Health and PDE related to masks in schools.  The Center will allow students and staff to voluntarily wear masks at any time. |
| 1. Modifying facilities to allow for [physical distancing](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html) (e.g., use of cohorts/podding); | Large group areas and outdoor space will be utilized to the greatest extent possible to allow for physical distancing.  The Center will promote social distancing of students and staff to the greatest extent possible. |
| 1. [Handwashing and respiratory etiquette](https://www.cdc.gov/handwashing/when-how-handwashing.html); | When possible, ensure hand washing strategies include washing with soap and water for at least 20 seconds, especially after using the restroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. |
| 1. [Cleaning](https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html) and maintaining healthy facilities, including improving[ventilation](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/ventilation.html); | The Center will follow the CDC’s Guidance for Cleaning and Disinfecting Schools Increase Physical Distancing & Hygiene Practices Scheduled protocol for cleaning high-touch and high-traffic areas, including door handles and sink handles. |
| 1. [Contact tracing](https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-resources.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fphp%2Fopen-america%2Fcontact-tracing-resources.html) in combination with[isolation](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html) and [quarantine](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html), in collaboration with the State and local health departments; | The Center will follow the PA Department of Health guidelines for defining “close contacts”. The Center will also follow DOH guidance for length of quarantine related to close contacts to a positive Covid-19 case. |
| 1. [Diagnostic](https://www.cdc.gov/coronavirus/2019-ncov/lab/pooling-procedures.html) and screening testing; | Covid-19 symptom screening should be done by the parent/guardian prior to the student’s arrival at school or bus stop.  The Center will provide symptom screenings whenever possible. |
| 1. Efforts to provide [vaccinations to school communities](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/toolkits/schools-childcare.html); | The Center will share vaccination information with the school community.  Covid-19 vaccinations are voluntary. |
| 1. Appropriate accommodations for students with disabilities with respect to health and safety policies; and | Extra precautions will be implemented.  These precautions include:   * If a sink is available in the lab, staff should wash hands immediately before and after working with an individual student. If a sink is not available, use hand sanitizer. * Avoid the use of communal objects for student reinforcement. If such objects are used with multiple students, each object should be disinfected immediately before and after student use. * Rest rooms will be disinfected frequently throughout each day. Student occupancy will be limited. |
| 1. Coordination with state and local health officials. | The Center will continue to follow the guidelines set forth by the PA Department of Health. Regular communication will continue between the Center and the PA Department of Health staff. |

# Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Northumberland County CTC** reviewed and approved the Health and Safety Plan on **August 11, 2021.**

The plan was approved by a vote of:

**Yes**

**No**

Affirmed on: **August 11, 2021**

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.

The Health and Safety Plan is available on our website: https://www.ncavts.org/domain/94