



Twin Valley School District 2020-21 Phased School Reopening Health and Safety Plan

In compliance with Pennsylvania Department of Education guidance, Twin Valley School District created this 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, TVSD developed this Health and Safety Plan in consultation with local health agencies to meet the unique needs of each school. Given the dynamic nature of the pandemic, this plan includes flexibility to adapt to changing conditions. Our Health and Safety Plan focuses on professional learning and communications, to ensure all stakeholders in the Twin Valley community are fully informed and prepared for a phased reopening of school facilities.

This plan was presented to the Twin Valley School District Board of Directors at the August 10, 2020 meeting for approval. Twin Valley will continue to monitor our Health and Safety Plan throughout the year and update as needed. Any revisions will be reviewed by the Twin Valley School District Board of Directors as needed and posted on our public website, tvsd.org.

This plan was updated at the **November 9, 2020** meeting of the Twin Valley School District Board of Directors to reflect the transition to in-person learning in grades K-4.

Health and Safety Plan: Twin Valley School District

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

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

This Health and Safety Plan documents TVSD's plan to bring back students and staff, and our process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the 2020-21 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 Health and Safety Plan is designed to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need physical distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

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

- 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 (5 Day in-person instruction and 5 Day live-streamed instruction (Grades 5 -12)).
- Blended reopening that balances in-person learning and remote learning for all students (Hybrid schedule Last Names A-L Mon, Wed, and alternating Fri; Last Names M-Z Tues, Thur, and alternating Fri).
- Total remote learning for all students. (In the case of closure TVSD would implement 5 Day live-streaming for all students).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening):

August 18, 2020 First Teacher Day

August 27, 2020 First Student Day

Pandemic Coordinator/Team

Twin Valley School District developed this Health & Safety Plan through the collaborative efforts of a pandemic committee composed of stakeholders from many groups including administrators, teachers, support staff, students, families, and community health officials.

- **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

Individual	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities
Superintendent	District Administration	Plan Development & Pandemic Response Team
Assistant Superintendent	District Administration	Plan Development & Pandemic Response Team
Director of Human Resources	District Administration	Plan Development & Pandemic Response Team
Director of Student Services	District Administration	Plan Development & Pandemic Response Team
District Operations Director	District Administration	Plan Development & Pandemic Response Team
Director of Building & Grounds	District Administration	Plan Development & Pandemic Response Team
Transportation Director	District Administration	Plan Development & Pandemic Response Team
Principals	Building Administration	Plan Development & Pandemic Response Team
Athletic Director	Athletics	Plan Development & Pandemic Response Team
TVEA	Teacher Leadership	Plan Development & Pandemic Response Team
TVEA	Teacher Leadership	Plan Development & Pandemic Response Team
TVESPA	Support Staff Leadership	Plan Development & Pandemic Response Team
TVSD Nurse	TVSD Nurse	Plan Development & Pandemic Response Team
TVSD Nurse	TVSD Nurse	Plan Development & Pandemic Response Team
Medical Professionals	Local Public Health Officials	Plan Development Team
Teacher - HBEC	Teachers	Plan Development Team
Teacher - REC	Teachers	Plan Development Team
Teacher - TVEC	Teachers	Plan Development Team
Teacher - TVMS	Teachers	Plan Development Team
Teacher - TVMS	Teachers	Plan Development Team
Teacher - TVHS	Teachers	Plan Development Team
Teacher - TVHS	Teachers	Plan Development Team

Parent - HBEC	Parents	Plan Development Team
Parent - REC	Parents	Plan Development Team
Parent - REC	Parents	Plan Development Team
Parent - REC	Parents	Plan Development Team
Parent - TVEC	Parents	Plan Development Team
Parent – TVMS	Parents	Plan Development Team
Parent - TVHS	Parents	Plan Development 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:** 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:

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>* 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>Transportation- In preparation for students returning, bus contractor staff will deep clean and sanitize all contractor owned buses with approved disinfectant prior to vehicle use.</p> <p>TVSD maintenance staff will deep clean and sanitize all TVSD district owned vehicles with approved disinfectant prior to vehicle use.</p> <p><u>Daily/Weekly/Monthly</u> Contract or and Bus staff to maintain cleaning and sanitization protocol as determined by District and Contractor. Protocol to include daily sanitization of high touch surfaces including: all bus seats, seat backs, handrails and other high touch surfaces in accordance with CDC regulations. Buses will be sanitized between AM and PM runs and wiped down during the</p>	<p>Transportation- In preparation for students returning, bus contractor staff will deep clean and sanitize all contractor owned buses with approved disinfectant prior to vehicle use.</p> <p>TVSD maintenance staff will deep clean and sanitize all TVSD district owned vehicles with approved disinfectant prior to vehicle use.</p> <p><u>Daily/Weekly/Monthly</u> Contract or and Bus staff to maintain cleaning and sanitization protocol as determined by District and Contractor. Protocol to include daily sanitization of high touch surfaces including: all bus seats, seat backs, handrails and other high touch surfaces in accordance with CDC regulations. Buses will be sanitized between AM and PM</p>	<p>Transportation Director</p> <p>Building Principals</p> <p>Director of Buildings and Grounds</p>	<p>CDC approved cleaning & sanitizing supplies</p>	<p>Y</p>

	<p>day to the maximum extent feasible.</p> <p><u>Ventilation</u> Maximize ventilation on vehicles to the extent possible.</p> <p><u>Health & Safety</u></p> <p><u>Frequently touched surfaces -</u> Clean and disinfect frequently touched surfaces and objects within the school at least daily, including desktops, chairs, electronic devices door handles, sink handles, etc.</p> <p>Provide wipes for students to wipe desks.</p> <p><u>Building ventilation</u></p> <p>Set ventilation systems to operate with circulation of outdoor air at least 10%.</p> <p><u>Water fountains - disconnected</u> Installing touchless water bottle filling stations in all buildings. Students will be encouraged to bring water bottles from home.</p> <p><u>Isolation area:</u> Close off area(s) used by sick individual(s). Do not use until after cleaning and disinfecting.</p> <p><u>Handwashing and Hand sanitizer:</u> Hand washing is the preferred hygiene method. Classrooms with sinks will continue to be supplied with soap and towel dispensers. Students</p>	<p>runs and wiped down during the day to the maximum extent feasible.</p> <p><u>Ventilation</u> Maximize ventilation on vehicles to the extent possible.</p> <p><u>Health & Safety</u></p> <p><u>Frequently touched surfaces -</u> Clean and disinfect frequently touched surfaces and objects within the school at least daily, including desktops, chairs, electronic devices door handles, sink handles, etc.</p> <p>Provide wipes for students to wipe desks.</p> <p><u>Building ventilation</u></p> <p>Set ventilation systems to operate with circulation of outdoor air at least 10%.</p> <p><u>Water fountains - disconnected</u> Installing touchless water bottle filling stations in all buildings. Students will be encouraged to bring water bottles from home.</p> <p><u>Isolation area:</u> Close off area(s) used by sick individual(s). Do not use until after cleaning and disinfecting.</p> <p><u>Handwashing and Hand sanitizer:</u> Hand washing is the preferred hygiene method. Classrooms with sinks will continue to be supplied with soap and towel dispensers. Students</p>			
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	<p>will be encouraged to wash hands frequently.</p> <p>Sanitizing wipes will be available in all classrooms and cafeterias for students to wipe desks and tables.</p>	<p>will be encouraged to wash hands frequently.</p> <p>Sanitizing wipes will be available in all classrooms and cafeterias for students to wipe desks and tables.</p>			
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Transportation- In collaboration with contractors, bus staff to be trained on proper cleaning and sanitizing procedures and expectations as well as health and safety procedures.</p>	<p>Transportation- In collaboration with contractors, bus staff to be trained on proper cleaning and sanitizing procedures and expectations as well as health and safety procedures.</p>	<p>Transportation Director</p>	<p>Signage CDC approved cleaning and sanitizing supplies</p>	<p>Y</p>

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

Summary of Responses to Key Questions:

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	<p>Implement hybrid schedule to reduce the number of students present in the building to allow for physical distancing. Students would be physically present on an alternate day schedule Monday – Thursday and then again on alternate Fridays. When students are not physical present they would participate in a live-streamed lesson.</p> <p>Remove any non-essential furniture. Elementary classroom carpets will be removed and other small</p>	<p>Implement a scaffolded schedule that includes a 5-Full Day In-person schedule and a 5 Day Live-streaming option (Grades 5 – 12).</p> <p>Remove any non-essential furniture. Elementary classroom carpets will be removed and other small group gathering spaces will be minimized to maximize separation of desks.</p> <p>Individual student desks faced forward and will be physically</p>	Building Principals		Y

	<p>group gathering spaces will be minimized to maximize separation of desks.</p> <p>Individual student desks faced forward and will be socially distanced to the maximum extent feasible.</p> <p>In classrooms with tables, students will be physically distanced to the maximum extent feasible.</p> <p>No more than one student per classroom excused to the restroom at any time, when possible.</p>	<p>distanced to the maximum extent feasible.</p> <p>In classrooms with tables, students will be physically distanced to the maximum extent feasible.</p> <p>No more than one student per classroom excused to the restroom at any time, when possible.</p>			
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Students will be physically distanced to the maximum extent possible.</p>	<p>Students will be physically distanced to the maximum extent possible.</p>	<p>Building Principals</p>		<p>Y</p>
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Students will be expected to wash hands or use hand sanitizer especially after using the bathroom, before/after eating, and after blowing your nose, coughing, or sneezing.</p> <p>Hands-free hand sanitizer dispensers will be placed throughout the buildings.</p> <p>Students and staff will be expected to wear a face covering in compliance with</p>	<p>Students will be encouraged to wash hands or use hand sanitizer especially after using the bathroom, before/after eating, and after blowing your nose, coughing, or sneezing.</p> <p>Hands-free hand sanitizer dispensers will be placed throughout the buildings.</p> <p>Students and staff will be expected to wear a face covering in compliance with</p>	<p>Building Principals</p>	<p>Hand soap, hand sanitizer, and paper towels.</p>	<p>Y</p>

	PA Department of Health order. Parents will be responsible to provide a face covering for their child(ren).	PA Department of Health order. Parents will be responsible to provide a face covering for their child(ren).			
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	District will post signs to encourage proper hygiene and handwashing throughout school buildings, school buses, and district vans.	District will post signs to encourage proper hygiene and handwashing throughout school buildings, school buses, and district vans.	Building Principals Transportation Director	Signage	Y
* Identifying and restricting non-essential visitors and volunteers	No non-essential visitors and volunteers. Visitors need to make an appointment, report to the main office, and practice physical distancing. In accordance with PA DOH Health Order, visitors will be required to wear a face covering.	Limit non-essential visitors and volunteers. Visitors need to make an appointment, report to the main office, and practice physical distancing. Visitors will be expected to wear a face covering.	Building Principals	None	Y
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	Sanitization of equipment per CDC guidelines between sessions to the maximum extent feasible.	Sanitization of equipment per CDC guidelines between sessions to the maximum extent feasible.	Athletic Director Building Principals	CDC approved cleaning and sanitizing supplies	Y
Limiting the sharing of	Sanitization of materials per CDC guidelines between	Sanitization of materials per CDC guidelines between	Building Principals	CDC approved cleaning and sanitizing supplies	Y

materials among students	<p>sessions to the maximum extent feasible.</p> <p>At the elementary level, students have their own pencil box filled with writing utensils, etc.</p>	<p>sessions to the maximum extent feasible.</p> <p>At the elementary level, students have their own pencil box filled with writing utensils, etc.</p>			
Staggering the use of communal spaces and hallways	<p>Breakfast will be served in the cafeteria utilizing physical distancing</p> <p>After arrival, students will report to breakfast or directly to class.</p> <p>To the maximum extent feasible, hallway traffic will be minimized. Some considerations will be directional hallway traffic, staggered classroom dismissals, etc.</p> <p>Students will not be allowed to congregate or loiter in the hallways or common areas.</p> <p>No class assemblies.</p> <p>Use of restrooms only permitted during class periods to the maximum extent feasible.</p>	<p>Breakfast will be served in the cafeteria utilizing physical distancing</p> <p>After arrival, students will report to breakfast or directly to class.</p> <p>To the maximum extent feasible, hallway traffic will be minimized. Some considerations will be directional hallway traffic, staggered classroom dismissals, etc.</p> <p>Students will not be allowed to congregate or loiter in the hallways or common areas.</p> <p>No class assemblies.</p> <p>Use of restrooms only permitted during class periods to the maximum extent feasible.</p>	<p>Building Principals</p>	<p>Signage</p>	<p>Y</p>
Adjusting transportation schedules and practices to create social distance between students	<p>Transportation plans will be developed to support physical distancing to the maximum extent feasible.</p> <p>In compliance with current PA Department of Health order,</p>	<p>Transportation plans will be developed to support physical distancing to the maximum extent feasible.</p> <p>In compliance with current PA Department of Health order,</p>	<p>Transportation Director</p>	<p>None</p>	<p>N</p>

	<p>students will be expected to wear approved face coverings on buses.</p> <p>Alterations to transportation arrangements (e.g. bus passes) will be given greater scrutiny.</p> <p>If weather allows, bus windows will be opened to increase ventilation.</p>	<p>students will be expected to wear approved face coverings on buses.</p> <p>Alterations to transportation arrangements (e.g. bus passes) will be given greater scrutiny.</p> <p>If weather allows, bus windows will be opened to increase ventilation.</p>			
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p>Staff meetings conducted in small groups or virtually.</p> <p>No assemblies or other large gatherings to the maximum extent feasible.</p>	<p>Staff meetings conducted in small groups or virtually.</p> <p>No assemblies or other large gatherings to the maximum extent feasible.</p>	Building Principals	None	Y
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	<p>On-site childcare will adhere to the TVSD Health & Safety Plan.</p>	<p>On-site childcare will adhere to the TVSD Health & Safety Plan.</p>	Building Principals	CDC approved cleaning and sanitizing supplies	Y
Other social distancing and safety practices	<p>Communication to families to review nurse's office visitation protocols for students, e.g. emergencies, daily medications / COVID-like symptoms, etc.</p> <p>Internships, peer mentoring, and other courses that require</p>	<p>Communication to families to review nurse's office visitation protocols for students, e.g. emergencies, daily medications / COVID-like symptoms, etc.</p> <p>Internships, peer mentoring, and other courses that require</p>	Building Principals School Nurses	Plexiglass shields	Y

	<p>community contact will be considered on a case-by-case basis.</p> <p>Plexiglass shields will be installed in main office welcome areas, at counters for all secretarial staff, at cafeteria checkout, nurses' offices, and other areas where appropriate.</p>	<p>community contact will be considered on a case-by-case basis.</p> <p>Plexiglass shields will be installed in main office welcome areas, at counters for all secretarial staff, at cafeteria checkout, nurses' offices, and other areas where appropriate.</p>			
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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 too uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or too uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	<p>Bus Staff to self-certify and monitor their health status and exposure with their respective contractors. TVSD will be notified by contractors of symptomatic staff.</p> <p>All staff & students will be expected to self-monitor at home. Investigate temperature readings at entry.</p>	<p>Bus Staff to self-certify and monitor their health status and exposure with their respective contractors. TVSD will be notified by contractors of symptomatic staff.</p> <p>All staff & students will be expected to self-monitor at home.</p> <p>Symptomatic staff, students, and contractors should not</p>	<p>Transportation Director</p> <p>Human Resources</p> <p>Building Principals</p>	None	Y

	<p>Symptomatic staff, students, and contractors should not report to school, should notify the district, and should follow CDC guidelines.</p> <p>Review attendance procedures for students and staff.</p>	<p>report to school, should notify the district, and should follow CDC guidelines.</p> <p>Review attendance procedures for students and staff.</p>			
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Immediately separate staff and students with COVID-19 symptoms at school. Individuals who are sick will be sent home or to a healthcare facility depending upon the severity of their symptoms.</p> <p>Isolate students with illness symptoms awaiting parent pick-up. Ask screening questions regarding exposure to COVID-19 symptoms.</p> <p>To limit potential exposure of other students during transportation, students requiring isolation will not be allowed to ride the bus home.</p>	<p>Immediately separate staff and students with COVID-19 symptoms at school. Individuals who are sick will be sent home or to a healthcare facility depending upon the severity of their symptoms.</p> <p>Isolate students with illness symptoms awaiting parent pick-up. Ask screening questions regarding exposure to COVID-19 symptoms.</p> <p>To limit potential exposure of other students during transportation, students requiring isolation will not be allowed to ride the bus home.</p>	<p>Building Principals School Nurses</p>	<p>COVID Screening Protocol</p>	<p>Y</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Any student or staff member who had been isolated or quarantined should follow CDC/Chester County Health Department guidance for returning to school.</p> <p>Any student sent home with COVID-like symptoms is required to submit a doctor's note before returning to</p>	<p>Any student or staff member who had been isolated or quarantined should follow CDC/Chester County Health Department guidance for returning to school.</p> <p>Any student sent home with COVID-like symptoms is required to submit a doctor's note before returning to</p>	<p>Building Principals Human Resources Director School Nurses</p>	<p>CDC/Chester County Health Department Guidance</p>	<p>Y</p>

	<p>school. Parents should email a copy of the doctor's note to the school nurse and building principal prior to student's return. Students are required to bring a hardcopy of the doctor's note when returning to school.</p> <p>Any staff member sent home with COVID-like symptoms are required to submit a doctor's note before returning to work. The staff member should email a copy of the doctor's note to the Human Resources office and building principal prior to returning to work. Staff members are required to bring a hardcopy of the doctor's note when returning to work.</p> <p>Monitor quarantine protocols and adhere to exposure guidelines provided by the CDC and PA DOH.</p>	<p>school. Parents should email a copy of the doctor's note to the school nurse and building principal prior to student's return. Students are required to bring a hardcopy of the doctor's note when returning to school.</p> <p>Any staff member sent home with COVID-like symptoms are required to submit a doctor's note before returning to work. The staff member should email a copy of the doctor's note to the Human Resources office and building principal prior to returning to work. Staff members are required to bring a hardcopy of the doctor's note when returning to work.</p> <p>Monitor quarantine protocols and adhere to exposure guidelines provided by the CDC and PA DOH.</p>			
<p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>District will remain in communication with local Departments of Health and follow their guidance should we have a positive COVID test.</p> <p>District will use the school messenger system to provide alerts and updates as guided by local health departments.</p>	<p>District will remain in communication with local Departments of Health and follow their guidance should we have a positive COVID test.</p> <p>District will use the school messenger system to provide alerts and updates as guided by local health departments.</p>	Superintendent	School Messenger	N

<p>Other monitoring and screening practices</p>	<p>Follow CDC, PA DOH, and local health department recommendations and guidance to the maximum extent feasible.</p> <p>Staff & student's family should notify the school if absence is due to COVID-19 or Influenza.</p> <p>Schools will notify their Health Department, as required, while maintaining confidentiality</p>	<p>Follow CDC, PA DOH, and local health department recommendations and guidance to the maximum extent feasible.</p> <p>Staff & student's family should notify the school if absence is due to COVID-19 or Influenza.</p> <p>Schools will notify their Health Department, as required, while maintaining confidentiality</p>	<p>All Stakeholders</p>	<p>None</p>	<p>Y</p>
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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 support for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

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	Staff concerned with higher risk should contact the Human Resources Director. Parents/Guardians concerned with higher risk for severe illness should contact Building Principals.	Staff concerned with higher risk should contact the Human Resources Director. Parents/Guardians concerned with higher risk for severe illness should contact Building Principals.	Human Resources Director Building Principals	High Risk Protocol	Y
* Use of face coverings (masks or face shields) by all staff	The use of face coverings will conform to PA Health Department order.	The use of face coverings will conform to PA Health Department order.	All Administrators	None	Y
* Use of face coverings (masks or face shields) by older students (as appropriate)	The use of face coverings will conform to PA Health Department order.	The use of face coverings will conform to PA Health Department order.	All Administrators	None	Y
Unique safety protocols for	Consider needs for students/staff who must be	Consider needs for students/staff who must be	Student Services Director	Face Shields	N

students with complex needs or other vulnerable individuals	able to see the lips of the speaker.	able to see the lips of the speaker.	Building Principals		
Strategic deployment of staff	Provide procedures to permanent and substitute staff.	Provide procedures to permanent and substitute staff.	Superintendent Human Resources Director Building Principals	Procedures	Y

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
TVSD Health and Safety Plan	All TVSD Stakeholders	Superintendent	Email	TVSD Health and Safety Plan	August 2020	August 2020
Cleaning & Sanitizing	Bus Drivers	Bus Contractors	Virtual	Handouts	August 2020	August 2020
Cleaning & Sanitizing	Custodial Staff	Building and Grounds Director	Virtual	Handouts	August 2020	August 2020
Isolation Procedures	Nurses	Student Services Director	In-Person / Virtual	Handouts	August 2020	August 2020
Physical Distancing	TVSD Faculty & Staff	Student Services Director	Virtual	Handouts	August 2020	August 2020

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
COVID Reopening of School Update	All Stakeholders	Superintendent	Email/Letter	July 10, 2020	July 10, 2020
TVSD Health and Safety Plan	All Stakeholders	Superintendent	Board Meeting	July 27, 2020	July 27, 2020
TVSD Health and Safety Plan	All Stakeholders	Superintendent	Board Meeting	August 10, 2020	August 10, 2020

Health and Safety Plan Summary:

Anticipated Launch Date: August 27, 2020

This represents a summary of the TVSD Health and Safety Plan for Reopening Schools. Pennsylvania's Department of Education requires that this summary be posted to our website. The complete plan has also been posted to the website.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	<p>Transportation- In preparation for students returning, bus contractor staff will deep clean and sanitize all contractor owned buses with approved disinfectant prior to vehicle use.</p> <p>TVSD maintenance staff will deep clean and sanitize all TVSD district owned vehicles with approved disinfectant prior to vehicle use.</p> <p><u>Daily/Weekly/Monthly</u> Contractor and Bus staff to maintain cleaning and sanitization protocol as determined by District and Contractor. Protocol to include daily sanitization of high touch surfaces including: all bus seats, seat backs, handrails and other high touch surfaces in accordance with CDC regulations. Buses will be sanitized between AM and PM runs and wiped down during the day to the maximum extent feasible.</p> <p><u>Ventilation</u> Maximize ventilation on vehicles to the extent possible.</p> <p><u>Health & Safety</u></p> <p><u>Frequently touched surfaces</u> - Clean and disinfect frequently touched surfaces and objects within the school at least daily, including desktops, chairs, electronic devices door handles, sink handles, etc.</p>

	<p>Provide wipes for students to wipe desks.</p> <p><u>Building ventilation</u></p> <p>Set ventilation systems to operate with circulation of outdoor air at least 10%.</p> <p><u>Water fountains - disconnected</u> Installing touchless water bottle filling stations in all buildings. Students will be encouraged to bring water bottles from home.</p> <p><u>Isolation area:</u> Close off area(s) used by sick individual(s). Do not use until after cleaning and disinfecting.</p> <p><u>Handwashing and Hand sanitizer:</u> Hand washing is the preferred hygiene method. Classrooms with sinks will continue to be supplied with soap and towel dispensers. Students will be encouraged to wash hands frequently.</p> <p>Sanitizing wipes will be available in all classrooms and cafeterias for students to wipe desks and tables.</p>
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Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible * Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms * Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices 	<p>Implement a scaffolded schedule that includes a 5-Full Day In-person schedule and a 5 Day Live-streaming option (Grades 5 - 12).</p> <p>Remove any non-essential furniture. Elementary classroom carpets will be removed and other small group gathering spaces will be minimized to maximize separation of desks.</p> <p>Individual student desks faced forward and will be physically distanced to the maximum extent feasible.</p> <p>In classrooms with tables, students will be physically distanced to the maximum extent feasible.</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>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<p>No more than one student per classroom excused to the restroom at any time, when possible.</p> <p>IN cafeterias and other congregate settings, students will be physically distanced to the maximum extent possible.</p> <p>Students will be expected to wash hands or use hand sanitizer especially after using the bathroom, before/after eating, and after blowing your nose, coughing, or sneezing.</p> <p>Hands-free hand sanitizer dispensers will be placed throughout the buildings.</p> <p>Students and staff will be expected to wear a face covering in compliance with PA Department of Health order.</p> <p>Parents will be responsible to provide a face covering for their child(ren).</p> <p>District will post signs to encourage proper hygiene and handwashing throughout school buildings, school buses, and district vans.</p> <p>No non-essential visitors and volunteers.</p> <p>Visitors need to make an appointment, report to the main office, and practice physical distancing.</p> <p>In accordance with PA DOH Health Order, visitors will be required to wear a face covering.</p> <p>Sanitization of equipment per CDC guidelines between sessions to the maximum extent feasible.</p> <p>At the elementary level, students have their own pencil box filled with writing utensils, etc.</p> <p>Breakfast will be served in the cafeteria utilizing physical distancing</p> <p>After arrival, students will report to breakfast or directly to class.</p>
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To the maximum extent feasible, hallway traffic will be minimized. Some considerations will be directional hallway traffic, staggered classroom dismissals, etc.

Students will not be allowed to congregate or loiter in the hallways or common areas.

No class assemblies.

Use of restrooms only permitted during class periods to the maximum extent feasible.

Transportation plans will be developed to support physical distancing to the maximum extent feasible.

In compliance with current PA Department of Health order, students will be expected to wear approved face coverings on buses.

Alterations to transportation arrangements (e.g. bus passes) will be given greater scrutiny.

If weather allows, bus windows will be opened to increase ventilation.

Staff meetings conducted in small groups or virtually.

No assemblies or other large gatherings to the maximum extent feasible.

On-site childcare will adhere to the TVSD Health & Safety Plan.

Communication to families to review nurse's office visitation protocols for students, e.g. emergencies, daily medications / COVID-like symptoms, etc.

Internships, peer mentoring, and other courses that require community contact will be considered on a case-by-case basis.

	Plexiglass shields will be installed in main office welcome areas, at counters for all secretarial staff, at cafeteria checkout, nurses' offices, and other areas where appropriate
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Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Monitoring students and staff for symptoms and history of exposure * Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure * Returning isolated or quarantined staff, students, or visitors to school <p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>Bus Staff to self-certify and monitor their health status and exposure with their respective contractors. TVSD will be notified by contractors of symptomatic staff.</p> <p>All staff & students will be expected to self-monitor at home. Investigate temperature readings at entry.</p> <p>Symptomatic staff, students, and contractors should not report to school, should notify the district, and should follow CDC guidelines.</p> <p>Review attendance procedures for students and staff.</p> <p>Immediately separate staff and students with COVID-19 symptoms at school. Individuals who are sick will be sent home or to a healthcare facility depending upon the severity of their symptoms.</p> <p>Isolate students with illness symptoms awaiting parent pick-up. Ask screening questions regarding exposure to COVID-19 symptoms.</p> <p>To limit potential exposure of other students during transportation, students requiring isolation will not be allowed to ride the bus home.</p>

Any student or staff member who had been isolated or quarantined should follow CDC/Chester County Health Department guidance for returning to school.

Any student sent home with COVID-like symptoms is required to submit a doctor's note before returning to school. Parents should email a copy of the doctor's note to the school nurse and building principal prior to student's return. Students are required to bring a hardcopy of the doctor's note when returning to school.

Any staff member sent home with COVID-like symptoms are required to submit a doctor's note before returning to work. The staff member should email a copy of the doctor's note to the Human Resources office and building principal prior to returning to work. Staff members are required to bring a hardcopy of the doctor's note when returning to work.

Monitor quarantine protocols and adhere to exposure guidelines provided by the CDC and PA DOH.

District will remain in communication with local Departments of Health and follow their guidance should we have a positive COVID test.

District will use the school messenger system to provide alerts and updates as guided by local health departments

Follow CDC, PA DOH, and local health department recommendations and guidance to the maximum extent feasible.

Staff & student's family should notify the school if absence is due to COVID-19 or Influenza.

Schools will notify their Health Department, as required, while maintaining confidentiality

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <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>Staff concerned with higher risk should contact the Human Resources Director.</p> <p>Parents/Guardians concerned with higher risk for severe illness should contact Building Principals.</p> <p>The use of face coverings will conform to PA Health Department order.</p> <p>Consider needs for students/staff who must be able to see the lips of the speaker.</p> <p>Provide procedures to permanent and substitute staff.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors for **Twin Valley School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **August 10, 2020**.


The plan was approved by a vote of:

5 Yes

4 No

Affirmed on:

August 10, 2020.



(Signature* of Board President)

Gary McEwen

President, Twin Valley School District Board of Directors