



Valley Day School

Health and Safety Plan

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Health and Safety Plan: VALLEY DAY SCHOOL

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

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

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

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

Type of Reopening

Key Questions

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

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

- 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).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): SEPTEMBER 2, 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. Robert Phillips	Administrator	Both
Lindsey Perez	Operations	Both
Alice Libertone	Health Services	Both
Kim Burkhardt	Finance	Both
Jim Romano	Physical Education Teacher	Both
Jennifer Leventhal	Clinician	Both
Geoffrey Axe	Board of Directors	Health and Safety Plan Development
Anthony Cartolaro	Board of Directors	Health and Safety Plan Development
Harlan Joseph	Board of Directors	Health and Safety Plan Development
Ismael Rosario	Building Services	Pandemic Crisis Response Team

Jennifer Cullen	Teacher	Health and Safety Plan Development
Leslie Brown	Paraprofessional	Health and Safety Plan Development
Ron Paskanik	Behaviorist	Health and Safety Plan Development
Serena Davis	Parent	Health and Safety Plan Development

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:

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 other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	School wide daily: Cleaning company will clean and disinfect with EPA approved disinfectant products.	School wide daily: Cleaning company will clean and disinfect with EPA approved disinfectant products.	Lindsey Perez	Touch-free and spray sanitizer for each classroom, office areas and hallways.	Y
	School wide weekly: Cleaning company will deep clean school. Maintenance will fog all classrooms, offices and common areas for deep sanitization practices.	School wide weekly: Maintenance will fog all classrooms, offices and common areas for deep sanitization practices.	Lindsey Perez Izzy Rosario	Fogger and antibacterial fogging solution.	N
	Water Fountains: Turn off water fountains to avoid usage.	Water Fountains: Turn off water fountains to avoid usage.	Izzy Rosario		N
	Classrooms: Setup sanitation stations near the door with antibacterial materials in each classroom to be used by all students and teachers each period when the bell rings.	Classrooms: Setup sanitation stations near the door with antibacterial materials in each classroom to be used by all students and teachers each period when the bell rings.	Classroom Teachers	Touch-free sanitizer dispensers by classroom doors.	Y

Classroom protocol: 1. wipe desk/computer, and 2. sanitize hands before exiting classrooms.	Classroom protocol: 1. wipe desk/computer, and 2. sanitize hands before exiting classrooms.	Classroom Teachers	Paper towels, disinfectant spray and wipes for classrooms/restrooms.	Y
Protocol posters: Posted in each classroom above the sanitation station.	Protocol posters: Posted in each classroom above the sanitation station.	John Wilkey	Posters for sanitation stations.	N
End of day procedure: Teachers must wipe down all desks, doorknobs, classroom materials and high use surfaces.	End of day procedure: Teachers must wipe down all desks, doorknobs, classroom materials and high use surfaces.	Classroom Teachers	Paper towels, disinfectant spray and wipes for classrooms and bathrooms.	Y
Ventilation: Classrooms and offices will open windows or turn on fans during school day.	Ventilation: Classroom and offices will open windows or turn on fans during school day.	Classroom Teachers	Fans for classrooms and offices as necessary.	N
Classroom bathroom protocol: Paraprofessionals will spray bathrooms with Lysol after each use.	Classroom bathroom protocol: Paraprofessionals will spray bathrooms with Lysol after each use.	Paraprofessionals	Lysol spray for classroom restrooms.	N
Transportation: VDS vans will be disinfected after each use; only 2 students to a row; no sharing of any materials; masks required.	Transportation: VDS vans will be disinfected after each use; only 2 students to a row; no sharing of any materials; masks required.	VDS Drivers Main Office	Sanitizing wipes and lysol for each transportation vehicle.	Y

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?

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	Maximize room capacity: Unnecessary items such as extra desks and extra bookshelves will be removed to create more space to allow for maximum capacity in each classroom.	Maximize room capacity: Unnecessary items such as extra desks and extra bookshelves will be removed to create more space to allow for maximum capacity in each classroom.	Dr Robert Phillips		N
	Desks: Mark classroom floor for chair/desk position 6ft apart, position in forward facing rows and follow directional flow.	Desks: Mark classroom floor for chair/desk position 3ft apart, position in forward facing rows and follow directional flow.	Izzy Rosario	Floor decals	N
	Facemasks/face shields: Students in lower school (rooms 16 & 5) will be required to wear face shields and upper school students and staff will wear face masks to be as safe as possible. Facemasks/face shields must be worn by staff and students when working together in 1:1 situations where 6ft of distance cannot be enforced.	Facemasks: Students and teachers will wear face masks when working with students in 1:1 situations where 3ft of distance cannot be enforced.	Education Director Classroom Teacher	Student/Staff face masks Shields as needed	N
	Hallway decals: Mark hallway paths with appropriate distances and directional arrows every 3ft with alternating “stand here” and directional arrows.	Hallway decals: Mark hallway paths with appropriate distances and directional arrows every 3ft with alternating “stand here” and directional arrows. Transitions: Monitor hallways to avoid large groups transitioning at any given time.	Education Director Behaviorists Paraprofessionals	Floor decals: Stand here and directional flow arrows. Face Shields/Gowns/ Scrubs	N

	<p>Transitions: Monitor hallways to avoid large groups transitioning at any given time.</p> <p>Face shields are available to staff that require more protection while working with students.</p>	<p>Face shields are available to staff that require more protection while working with students.</p>		Face shields	
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Lunch: Students already eat individually packaged lunch and snack at their desks in their classrooms.</p> <p>Staff lounge: Limited to seating capacity of 4 persons per table; 3-4 tables in the lounge. ½ door will be installed to restrict access to the lounge.</p> <p>Copy room: Limited to 1 person at a time.</p> <p>Conference room: Limited to 6 people at a time; spaced 3ft apart; wearing facemasks.</p> <p>Main office: ½ door will be installed to restrict access to the main office.</p> <p>Nurse's office: ½ door will be installed to restrict access to the health room.</p> <p>Behavioral Support Areas: All efforts will be made to maintain 6ft of distance between individuals during in school detention.</p>	<p>Lunch: Students already eat individually packaged lunch and snack at their desks in their classrooms.</p> <p>Staff lounge: Limited to seating capacity of 4 persons per table; 3-4 tables in the lounge. ½ door will be installed to restrict access to the lounge.</p> <p>Copy room: Limited to 1 person at a time.</p> <p>Conference room: Limited to 6 people at a time; spaced 3ft apart; wearing facemasks.</p> <p>Main office: ½ door will be installed to restrict access to the main office.</p> <p>Nurse's office: ½ door will be installed to restrict access to the health room.</p> <p>Behavioral Support Areas: Current ratio meets Bucks County guidelines for maintaining 3 ft distance between individuals.</p>	<p>Homeroom Teacher</p> <p>Education Director</p> <p>Lindsey Perez</p> <p>Clinical Staff</p> <p>Izzy Rosario</p> <p>Izzy Rosario</p> <p>Education Director</p>		<p>N</p> <p>N</p> <p>N</p> <p>N</p> <p>N</p> <p>N</p>

	No indoor gatherings of groups larger than 25 will be allowed. All necessary social distancing protocols will be followed during the school day.	No indoor gatherings of groups larger than 25 will be allowed. All necessary social distancing protocols will be followed during the school day.			
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	All students and staff members will receive training on appropriate hygiene and face mask/face shield wearing methods to effectively mitigate the spread of COVID-19.	Students and staff are encouraged to wash hands whenever possible. Otherwise, the use of touch-free sanitation stations is required throughout the day.	Classroom Teachers	Sanitizer and antibacterial soap	N
	Staff will teach and reinforce good hygiene measures on a regular basis.	Staff will teach and reinforce good hygiene measures on a regular basis.	Entry Staff	Touch-free sanitation stations, spray sanitizer and antibacterial soap	N
	Students and staff are encouraged to wash hands whenever possible. Otherwise, the use of touch-free sanitation stations is required throughout the day.	Morning arrival: All students and staff must sanitize hands upon entering the building.	Classroom Teachers	Touch-free sanitation station (front vestibule)	N
	Morning arrival: All students and staff must sanitize hands upon entering the building.	Classrooms: Setup sanitation stations near the door with antibacterial materials in each classroom to be used by all students and teachers each period when the bell rings.	Izzy Rosario	Touch-free sanitation stations	N
	Classrooms: Setup sanitation stations near the door with antibacterial materials in each classroom to be used by all students and teachers each period when the bell rings.	Classroom protocol: Before exiting classrooms - wipe desk/computer and sanitize hands.	Classroom Teacher	Antibacterial, wipes & cleaning supplies	N
	Classroom protocol: Before exiting classrooms - wipe desk/computer and sanitize hands.	Lunch/snack protocol: Wash or sanitize hands before and after eating snack/lunch at desk. Individually wrapped cutlery and single serve condiments will be provided.	Classroom Teacher	Antibacterial soap	N
	Lunch/snack protocol: Wash or sanitize hands before and after eating snack/lunch at desk. Individually wrapped cutlery and	Building reentry: Sanitize hands upon reentering building.	Classroom Teacher	Touch-free sanitizing station in vestibule	Y
			Classroom Teacher		

	<p>single serve condiments will be provided.</p> <p>Building reentry: Sanitize hands upon reentering building.</p> <p>End of day procedure: Teachers must wipe down all desks, doorknobs, classroom materials and high use surfaces.</p>	<p>End of day procedure: Teachers must wipe down all desks, doorknobs, classroom materials and high use surfaces.</p>	<p>Paraprofessionals</p>	<p>Paper towels, disinfectant spray and wipes</p>	
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Protocol posters: Posted in each classroom above the sanitation station, hallways, vestibule, nurse's office and all restrooms.</p> <p>CDC posters: Posted in vestibule, hallways, restrooms and other high traffic areas.</p>	<p>Protocol posters: Posted in each classroom above the sanitation station, hallways, vestibule, nurse's office and all restrooms.</p> <p>CDC posters: Posted in vestibule, hallways, restrooms and other high traffic areas.</p>	<p>John Wilkey Alice Liberatore</p> <p>John Wilkey Alice Liberatore</p>	<p>Posters</p> <p>CDC Posters</p>	<p>N</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>IEP meetings: Virtual and phone meetings will be strictly enforced. No onsite meetings allowed.</p> <p>Student intake meetings: 1 parent, 1 student and 1 LEA per intake visitation following proper school protocol.</p> <p>Student observation meetings: Agency meetings one-one in conference room or sanctuary room only. No classroom visitations permitted.</p> <p>Student visitors: Student visitors are not permitted.</p>	<p>IEP meetings: Virtual and phone meetings will be strictly enforced. No onsite meetings allowed.</p> <p>Student intake meetings: 1 parent, 1 student and 1 LEA per intake visitation following proper school protocol.</p> <p>Student observation meetings: Agency meetings one-one in conference room or sanctuary room only. No classroom visitations permitted.</p> <p>Student visitors: Student visitors are not permitted.</p>	<p>Education Director</p> <p>John Wilkey Clinical Staff</p> <p>Colleen Profett Stacy Maurer</p> <p>John Wilkey</p>		<p>N</p> <p>N</p> <p>N</p> <p>N</p>

	Police officer meetings: Only upon approval by administration.	Police officer meetings: Only upon approval by administration.	Dr Robert Phillips Education Director		N
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	No contact sports will be practiced by students. Students will sit 2 chairs apart (6ft) during health/gym class.	No contact sports will be practiced by students. Students will sit one chair apart (3ft) during health/gym class.	Jim Romano Classroom Teachers		N
	No more than 1 class in the gym, playgrounds or any other outdoor areas are allowed at any given time.	No more than 1 class in the gym, playgrounds or any other outdoor areas are allowed at any given time.	Classroom Teachers Jim Romano		N
	Recess: Rotating recess schedule with specified outdoor location for each class will be created and strictly enforced.	Recess: Rotating recess schedule with specified outdoor location for each class will be created and strictly enforced.	Classroom Teachers Jim Romano		N
	Students will not share sports equipment. Sports equipment will only be used by one student at a time and will be disinfected in between uses and at the end of each class.	Students will not share sports equipment. Sports equipment will only be used by one student at a time and will be disinfected in between uses and at the end of each class.	Paraprofessionals Jim Romano		N
Limiting the sharing of materials among students	Each student will have their own classroom supplies in individual pencil cases stored in their bins or desks.	Each student will have their own classroom supplies in individual pencil cases stored in their bins or desks.	Education Director John Wilkey	Classroom Supply List Individual Containers	N
Staggering the use of communal spaces and hallways	Students will transition down the hall to Special Classes one class at a time.	Students will transition down the hall to Special Classes one class at a time.	Classroom Teachers Paraprofessionals		N
	Staff lounge: Limited to seating capacity of 4 persons per table; 3-4 tables in the lounge with rotating lunch schedules for	Staff lounge: Limited to seating capacity of 4 persons per table; 3-4 tables in the lounge with rotating lunch schedules for	Education Director VDS Staff		N

	<p>teaching staff to minimize the number of staff in the lounge at any given time.</p> <p>Copy room: Limited to 1 person at a time.</p> <p>Conference room: Limited to 6 people at a time; spaced 3ft apart; wearing facemasks.</p> <p>Playground: No more than 1 class at a time for no longer than 30 min according to scheduled dates/times. Classes must remain together during outdoor activities.</p> <p>Hallways: Mark paths with appropriate distances and directional arrows. Staggered transitions between periods.</p>	<p>teaching staff to minimize the number of staff in the lounge at any given time.</p> <p>Copy room: Limited to 1 person at a time.</p> <p>Conference room: Limited to 6 people at a time; spaced 3ft apart' wearing facemasks.</p> <p>Playground: No more than 1 class at a time for no longer than 30 min according to scheduled dates/times. Classes must remain together during outdoor activities.</p> <p>Hallways: Mark paths with appropriate distances and directional arrows. Staggered transitions between periods.</p>	<p>Lindsey Perez</p> <p>Clinical Staff</p> <p>Education Director Jim Romano</p> <p>Classroom Teachers Izzy Rosario</p>	<p>Floor Decals</p>	<p>N</p> <p>N</p> <p>N</p> <p>N</p> <p>N</p>
Adjusting transportation schedules and practices to create social distance between students	VDS will work with LEA's who have responsibility for transportation to/from school.	VDS will work with LEA's who have responsibility for transportation to/from school.	John Wilkey		N
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Student desks will be spaced 6ft apart between individuals. Student classrooms will max out at 7 students per class, except rooms 9, 11 & 16 which accommodate up to 10 students per room.	Current ratio meets Bucks County guidelines for maintaining 3 ft distance between individuals. Because student classroom enrollment is 10-12 students per class, VDS can meet the guidelines presented by the county health department.	Education Director Classroom Teachers		N
Coordinating with local childcare	Not applicable	Not applicable			

regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars					
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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 needed to meet to safely return to school? How will you accommodate staff who are unable to 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? 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	All staff and students must enter the building through the main	All staff and students must enter the building through the main	Alice Liberatore	Thermometer	N

<p>for symptoms and history of exposure</p>	<p>entrance. Daily temperature check and screening questionnaires for staff and students.</p> <p>Efforts will be made with the Buck County DoH to secure testing of all staff members prior to the start of 2020-21 academic year.</p>	<p>entrance. Daily temperature check and screening questionnaires for staff and students.</p> <p>Efforts will be made with the Buck County DoH to secure testing of all staff members prior to the start of 2020-21 academic year.</p>	<p>Alice Liberatore Dr Robert Phillips</p>	<p>Screening Questionnaires COVID tests</p>	<p>N</p>
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Student/staff will be isolated in a room within the clinical suite until transportation has been secured.</p> <p>Nurse and driver will wear full PPE while exposed to the student/staff.</p> <p>The quarantine room will be locked and will remain unoccupied until fully sanitized and disinfected by maintenance staff or cleaning company.</p> <p>Working areas of any staff member or student will be sanitized immediately after the individual is out of the room.</p> <p>Bucks Co. Health Department will be contacted immediately if a positive case is confirmed.</p> <p>Contact tracing will be conducted by the Bucks Co. Health Department.</p> <p>Deep cleaning of the entire school will be conducted by the cleaning company the evening we have a confirmed case.</p>	<p>Student/staff will be isolated in a room within the clinical suite until transportation has been secured.</p> <p>Nurse and driver will wear full PPE while exposed to the student/staff.</p> <p>The quarantine room will be locked and will remain unoccupied until fully sanitized and disinfected by maintenance staff or cleaning company.</p> <p>Working areas of any staff member or student will be sanitized immediately after the individual is out of the room.</p> <p>Bucks Co. Health Department will be contacted immediately if a positive case is confirmed.</p> <p>Contact tracing will be conducted by the Bucks Co. Health Department.</p> <p>Deep cleaning of the entire school will be conducted by the cleaning company the evening we have a confirmed case.</p>	<p>Alice Liberatore</p> <p>Alice Libatorne Izzy Rosario</p> <p>Izzy Rosario</p> <p>Izzy Rosario Lindsey Perez</p> <p>Alice Libatore</p> <p>Alice Libatore</p> <p>Lindsey Perez</p>	<p>PPE</p> <p>Disinfecting products, dedicated cleaning supplies to be used to clean infected areas.</p>	<p>N</p> <p>N</p> <p>Y</p> <p>N</p> <p>N</p> <p>N</p>

* Returning isolated or quarantined staff, students, or visitors to school	Doctor's note to return for any fever above 100.4 regardless of illness.	Doctor's note to return for any fever above 100.4 regardless of illness.	Alice Libatore		N
	Medical clearance by a licenced physician or Bucks Co. Health Department will be required for reentry for any student or staff member that has tested positive for COVID19.	Medical clearance by a licenced physician or Bucks Co. Health Department will be required for reentry for any student or staff member that has tested positive for COVID19.	Education Director Alice Libatore John Wilkey		N
	Virtual learning by certified staff will be available for students who are unable to, or uncomfortable, returning to class due to illness.	Virtual learning by certified staff will be available for students who are unable to, or uncomfortable, returning to class due to illness.	Education Director		N
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	One-call-now email, text and voicemail notifications and updates.	One-call-now email, text and voicemail notifications and updates.	Dr Robert Phillips		N
	Notifications will also be posted on our website.	Notifications will also be posted on our website.	Lindsey Perez		N
	LEA is notified due to the possibility of extended absence and transportation changes.	LEA is notified due to the possibility of extended absence and transportation changes.	Case Managers		N
Other monitoring and screening practices	N95 masks, face shields and scrubs may be required for behavioral staff interaction with escalated students.	N95 masks, face shields and scrubs may be required for behavioral staff interaction with escalated students.	Ron Paskanick	N95 masks, shields and disposable gowns	Y

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:

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>VDS will use a higher standard of screening than recommended by the Bucks Co. DoH such as screening all individuals entering the building for COVID-19 exposure.</p> <p>Additional PPE will be supplied to staff who may be at greater risk of infection.</p> <p>Families, with the cooperation of the sending LEA's will be provided the option to participate in our virtual learning program which includes 4-6 hours of core classes and specials per day.</p>	<p>VDS will use a higher standard of screening than recommended by the Bucks Co. DoH such as screening all individuals entering the building for COVID-19 exposure.</p> <p>Additional PPE will be supplied to staff who may be at greater risk of infection.</p> <p>Families, with the cooperation of the sending LEA's will be provided the option to participate in our virtual learning program which includes 4-6 hours of core classes and specials per day.</p>	Dr Robert Phillips Education Director		Y
* Use of face coverings (masks or face shields) by all staff	<p>Local guidelines require all students and staff to wear facemasks/face shields during the instructional day. Students in lower school (rooms 16 & 5) will be required to wear face shields and upper school students and staff will wear facemasks to be as safe as possible. Facemasks/face shields must be worn by staff and</p>	<p>Local guidelines require all students and staff to wear facemasks/face shields during the instructional day. Students in lower school (rooms 16 & 5) will be required to wear face shields and upper school students and staff will wear facemasks to be as safe as possible. Facemasks/face shields must be worn by staff and</p>	Education Director	Student/Staff face masks and face shields	N

	students when working together in 1:1 situations where 6ft of distance cannot be enforced.	students when working together in 1:1 situations where 6ft of distance cannot be enforced.			
* Use of face coverings (masks or face shields) by older students (as appropriate)	Local guidelines require all students and staff to wear face masks/face shields during the instructional day. Students in lower school (rooms 16 & 5) will be required to wear face shields and upper school students and staff will wear face masks to be as safe as possible. Facemasks/face shields must be worn by staff and students when working together in 1:1 situations where 6ft of distance cannot be enforced.	Local guidelines do not require students to wear face coverings at all times during regular school times unless in close proximity to students and other staff members. However, VDS will provide reusable cloth face masks/face shields for all students and staff.	Education Director	Cloth face masks	N
	VDS will provide reusable cloth face masks/face shields for all students and staff.		Lindsey Perez	Cloth face masks/face shields	N
Unique safety protocols for students with complex needs or other vulnerable individuals	Students who are medically compromised will have the opportunity to receive instruction via our virtual instructional programs using synchronous and asynchronous methods.	Students who are medically compromised will have the opportunity to receive instruction via our virtual instructional programs using synchronous and asynchronous methods.	Education Director		N
Strategic deployment of staff	Contingency plans are in place that will address loss of staff due to COVID-19 related absenteeism.	Contingency plans are in place that will address loss of staff due to COVID-19 related absenteeism.	Dr Robert Phillips		

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
Understanding COVID-19	Staff	Alice Liberatore	Lecture	Pennsbury SD, Bucks Co. DoH, CDC	8/25/2021	8/25/2021
Classroom Cleaning Protocols	Staff	Lindsey Perez	Lecture	CDC, PA DoH	8/25/2021	8/25/2021
Best Online Instructional Practices	Instructional Staff	Jennifer Cullen Megan Mercogliana	Seminar	TBD	8/26/2021	8/26/2021
Social/Emotional Needs of the VDS Community Due to COVID-19 Responses	Staff	Stacy Maurer Colleen Profitt	Seminar	TBD	8/26/2021	8/26/2021

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
Plan Communication w/ VDS Staff	VDS Staff	Dr Robert Phillips	Google Meet Virtual Call	7/26/2021	7/30/2021
Plan Communication w/ LEA's	Sending LEA's	Dr Robert Phillips	Email w/ Attachment	7/26/2021	7/28/2021
Plan Communication w/ Parents	VDS Parents	Dr Robert Phillips Clinical Staff	3 Virtual Town Halls	7/28/2021	8/5/2021
Website Posting	VDS Community	Lindsey Perez	Website Posts	7/28/2020	8/5/2020

Health and Safety Plan Summary: Valley Day School

Anticipated Launch Date: July 27, 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
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	<ul style="list-style-type: none">• All students and staff members will receive training on appropriate hygiene and face mask/face shield wearing methods to effectively mitigate the spread of COVID-19.• All students and staff must sanitize hands upon entering the building.• Individuals are encouraged to wash hands whenever possible. Otherwise, the use of touch-free sanitation stations is required throughout the day.• School wide daily: Cleaning company will clean and disinfect with EPA approved disinfectant products.• School wide weekly: Disinfectant fogging of all classrooms, offices and common areas for deep sanitization using EPA approved disinfectant.• Water fountains will be turned off to prevent usage.• At least three times a day when students exit each homeroom, desks and computers will be wiped and sanitized. Sanitation stations will be set up near each classroom door with antibacterial materials to be used by all students and teachers each period when the bell rings.• Informational posters will be posted in each classroom above the sanitation stations, hallway, restrooms, vestibule and other high traffic areas.• At the end of each day, teachers must wipe down all desks, doorknobs, classroom materials and high use surfaces.

	<ul style="list-style-type: none"> • Classrooms and offices will open windows and/or turn on fans during school day to the greatest extent possible. • After each use of a classroom bathroom, paraprofessionals will spray the bathroom with disinfectant spray. • VDS vans will be disinfected after each use. Only 2 students to a row will be permitted with masks required for all passengers.
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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>	<ul style="list-style-type: none"> • Unnecessary items such as extra desks and extra bookshelves will be removed to create more space to allow for maximum capacity in each classroom. • Classroom floors will be marked for forward facing placement of chairs/desks to maintain mandated social distancing requirements. • The hallway will be monitored to allow one class to transition at a time. Floors will be marked with decals and one-way directional arrows to ensure social distancing during hallway transitions. • VDS will provide reusable cloth face masks and face shields for students and staff. • Students in lower school (rooms 16 & 5) will be required to wear face shields and upper school students and staff will be required to wear face masks during the instructional day. • Facemasks/face shields must be worn by staff and students when working together in 1:1 situations where 6ft of distance cannot be enforced. • Face shields are available to staff that require more protection while working with students. • Students will continue to eat individually packaged lunch and snacks with individually wrapped cutlery and single serve condiments at their desks in their classrooms. Students must wash/sanitize hands before and after eating snacks/lunch. • All efforts will be made to maintain 6ft of distance between individuals during in school detention. • Gym classes will be conducted outdoors as often as possible as permitted by weather conditions.
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as 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</p>	

<p>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>Other social distancing and safety practices</p>	<ul style="list-style-type: none"> • No contact sports will be practiced by students. This includes basketball games during recess periods. • Students will sit two chairs apart (6ft) during health/gym class. • No more than 1 class in the gym, playgrounds or any other outdoor areas are allowed at any given time. • Rotating recess schedules with specified outdoor locations will be created and strictly enforced. • Classes must remain together during outdoor activities. Individuals must sanitize hands upon reentering the building. • Students will not share sports equipment. All sports equipment may be used by one student at a time and will be disinfected between uses and at the end of each class. • Field trips will not be scheduled during the pandemic period. • No indoor gatherings of groups larger than 25 will not be allowed. All necessary social distancing protocols will be followed during the school day. • Each student will have their own supplies in an individual container stored in their bins or desks.
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Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<ul style="list-style-type: none"> • VDS will use a higher standard of screening than recommended by the Bucks Co. Department of Health and will screen all individuals entering the building for COVID-19 exposure by taking temperatures and using screening questionnaires. • Families, with the cooperation of the sending LEA's, will be provided the option to participate in a virtual learning program option. • If an individual is suspected to be infected they will be isolated in a quarantine room within the clinical suite until transportation has been secured. • After use, the quarantine room will be locked and will remain unoccupied until fully sanitized. • Working areas of any staff member or student suspected of infection will be sanitized immediately after the individual is out of the area.

<p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<ul style="list-style-type: none"> • Bucks Co. Health Department must be contacted immediately if a positive case is confirmed. • Contact tracing will be conducted by the Bucks Co. Health Department. • Deep cleaning of the entire school will be conducted by the cleaning company the evening we have a confirmed case. • A doctor’s note will be required for an individual to return to the building after a fever above 100.4 regardless of illness. • Medical clearance by a licenced physician or Bucks Co. Health Department will be required for reentry for any student or staff member that has tested positive for COVID19. • Virtual learning by certified staff will be available for students who are unable to, or uncomfortable returning to class due to illness. • VDS will use our one-call-now system, email, text, and voicemail notifications for updates and programing changes. Notifications will also be posted on our website.
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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>	<ul style="list-style-type: none"> • VDS will provide reusable cloth face masks and face shields for students and staff. • Students in lower school (rooms 16 & 5) will be required to wear face shields and upper school students and staff will be required to wear face masks during the instructional day. • Facemasks/face shields must be worn by staff and students when working together in 1:1 situations where 6ft of distance cannot be enforced. • Students who are medically compromised or are concerned about returning to school, will have the opportunity to receive robust instruction via virtual instructional programs using synchronous and asynchronous methods. • Contingency plans are in place that will address loss of staff due to COVID-19 related absenteeism.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Valley Day School reviewed and approved the Phased School Reopening Health and Safety Plan on July 27, 2021.

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: _____

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.