



ARP ESSER Health and Safety Plan Guidance & Template

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

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

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

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

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:

- a. Universal and correct wearing of [masks](#);
- b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
- c. [Handwashing and respiratory etiquette](#);
- d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
- e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
- f. [Diagnostic](#) and screening testing;
- g. Efforts to provide COVID-19 [vaccinations to school communities](#);
- h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
- i. Coordination with state and local health officials.

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

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

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

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

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

Additional Resources

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

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

Health and Safety Plan Summary: Boys' Latin of Philadelphia Charter School

Initial Effective Date: July 27, 2021

Date of Last Review: August 7, 2024

Date of Last Revision: August 7, 2024

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

Boys' Latin of Philadelphia ("Boys' Latin" or "the school") works closely with school stakeholders to develop the Boys' Latin of Philadelphia Health and Safety Plan. The health and safety of students and employees is our top priority. Our plan addresses this priority and the school's mission: preparing boys for success in college and beyond. Our plan is grounded in the everyday actions for schools to prevent and control the spread of infections recommended by the CDC: (1) taking steps for cleaner air; (2) cleaning, sanitizing, and disinfecting; (3) hand washing; (4) respiratory etiquette; (5) vaccinations; (6) staying home when sick; (7) planning for outbreaks, epidemics, and pandemics; and (8) implementing additional strategies used to minimize infectious disease transmission during times of elevated illness activity.

Please note that this plan has been developed using the CDC guidance on Preventing Spread of Infections in K-12 schools released on May 17, 2024.

Taking Steps for Cleaner Air:

In alignment with CDC guidance, Boys' Latin takes steps for cleaner air, which is a core strategy for preventing and controlling the spread of infections. Boys' Latin optimizes indoor air quality or ventilation and maintains improvements to indoor air quality to reduce the risk of germs spreading through the air. This includes enhancing the heating, ventilation, and air conditioning ("HVAC") systems in each school building with filters with a minimum efficiency reporting values ("MERV") of 13 or higher. The school's HVAC systems exceed the minimum outdoor air ventilation requirement in accordance with ventilation design codes. The school also aims for five or more air changes per hour of clean air. As another measure to optimize ventilation, when appropriate and possible, windows and/or doors on opposite sides of rooms within the school's facilities are opened and fans are used to blow outside air through the room.

Cleaning, Sanitizing, and Disinfecting:

At Boys' Latin, surfaces and objects that are touched often, such as desks, countertops, doorknobs, computer keyboards, hands-on learning items, faucet handles, and phones, among other similar items, are cleaned and sanitized daily. The

school complies with local policy and other relevant regulations for procedures on disinfecting food service areas, bathrooms, and other specific areas of the school. The school immediately cleans surfaces and objects that are visibly soiled with blood or other bodily fluids, using gloves and other personal protective equipment, wiping or soaking up the blood or bodily fluid, cleaning, and then disinfecting the surface. In the event a new pathogen emerges, and an ill student has been in the school space, or an outbreak occurs with a specific pathogen like norovirus, the school implements specialized and enhanced cleaning and disinfection for the particular infectious disease in consultation with the local health department.

Hand Washing:

Boys' Latin teaches and reinforces proper handwashing. The school also ensures facilities are equipped with soap, water, and a way to dry hands such as paper towels. The school also places hand sanitizer dispenser with at least 60 percent alcohol near frequently touched surfaces and in areas where soap and water are not easily accessible, such as near elevators, shared equipment, and building entrances and exits.

Respiratory Etiquette:

Boys' Latin teaches and reinforces respiratory etiquette. The school reinforces covering of the mouth and nose with a tissue when coughing or sneezing and throwing the used tissue in the trash after use. The school ensures that tissues are located in areas convenient for easy student, employee, and visitor access. If a tissue is not available, the school encourages students, employees, and visitors to cough or sneeze into their elbow, not their hands. The school furthermore encourages students, employees, and visitors to wash their hands immediately after blowing the nose, coughing, or sneezing.

Vaccination:

In alignment with public health guidance for schools, Boys' Latin encourages students, employees, and visitors to stay up to date with all recommended vaccinations. Getting vaccinated can reduce an individual's chances of getting infected to some degree, but its main strength is preventing severe illness and death. The school promotes immunization by (1) providing information about recommended vaccinations to employees, students, and families; (2) promoting the safety and effectiveness of vaccines; and (3) establishing supportive policies and practices that make getting vaccinated easy and convenient. The school may also make vaccinations available on-site by hosting school-located vaccination clinics or connect eligible students and employees with off-site vaccination locations.

Staying Home When Sick:

In alignment with public health guidance, Boys' Latin encourages students, employees, and visitors to stay home when they are sick to lower the risk of spreading infections. If a student's needs while sick with an infectious illness would interfere with

the school's ability to teach and care for other students, the student should stay home. If a student, employee, or visitor has the following symptoms they should stay home because their illness could effect their ability to participate in school and there is a concern that they might spread an infection to others in the school community: fever, including a fever with a new rash; vomiting more than twice in the preceding 24 hours; diarrhea that causes 'accidents', is bloody, or results in greater than two bowel movements above what the individual normally experiences in a 24-hour period; skin sores that are draining fluid on an uncovered part of the body and are unable to be covered with a bandage; and/or respiratory virus symptoms that are worsening or not improving and not better explained by another cause such as seasonal allergies. Please see the *Student Health Services Policy* for the school's policies for common illnesses such as strep through and hand-foot-mouth disease that are informed by CDC pathogen-specific guidance.

For the general symptoms described above, students, employees, and visitors may return to school when: the individual has not had a fever (and is not using fever-reducing medication) for at least 24 hours; fever with a new rash has been evaluated by a healthcare provider and fever has resolved; uncovered skin sores are crusting, and the individual is under treatment from a provider; vomiting has resolved overnight and the individual can hold down food/liquids in the morning; diarrhea has improved, the individual is no longer having accidents or is having bowel movements no more than two above normal per 24-hour period for the individual; and/or respiratory virus symptoms are getting better overall for at least 24 hours.

In accordance with applicable laws and regulations, the school provides employees with paid time off and develops flexible leave and telework policies to support employees to stay home if sick or to care for sick family members. The school also provides excused absences for students who are sick, avoids policies that incentivize coming to school while sick, and supports students who are learning at home if they are sick.

The school ensures that employees who are assigned responsibility for caring for sick students or who will be exposed to infectious materials understand appropriate use and selection of personal protective equipment ("PPE"), and wear PPE to minimize exposure to infectious material that may cause illness.

Planning for Outbreaks, Epidemics, and Pandemics:

The school prepares for infectious disease events like outbreaks or a pandemic by planning what to do before, during, and after an infectious disease event in the infectious disease section of its emergency operations plan ("EOP").

Additional Strategies Used to Minimize Infectious Disease Transmission during Times of Elevated Illness Activity:

In alignment with public health guidance, when there is a higher level of illness in the school community, the school adds additional strategies to its regular activities in addition to increasing everyday actions like hand washing and ventilation. The additional strategies include masking and respiratory protection, increasing distance and cohorting, illness monitoring, testing, and managing exposure.

Masking and Respiratory Protection:

In alignment with public health guidance, Boys' Latin encourages students, employees, and visitors to wear a mask, which is an additional prevention strategy that they can choose to further protect themselves and others. Wearing a mask can help lower the risk of respiratory virus transmission. There are many different types of masks that have varying abilities to block viruses depending on their design and how well they fit against the face. Cloth masks generally offer lower levels of protection to wearers, surgical/disposable masks usually offer more protection, international filtering facepiece respirators (like KN95 respirators) offer even more, and the most protective respirators are NIOSH Approved® filtering facepiece respirators (like N95® respirators). Wearing the most protective mask one can comfortably wear for extended periods of time that fits well (completely covering the nose and mouth) is the most effective option. The school encourages students, employees, and visitors to, when choosing to wear a mask, choose the most protective type they can. When it is able to do so, the school provides free, high-quality masks to students, employees, and visitors in times of higher respiratory viral spread.

Increasing Distance and Cohorting:

In alignment with public health guidance, Boys' Latin encourages students, employees, and visitors to put a physical distance between themselves and others, which can help lower exposure to infectious illnesses as an additional prevention strategy. Please note that there is no single number that defines a "safe" distance, since spread of viruses can depend on many factors. When space is limited, the school uses cohorting as a strategy to minimize disease spread. Cohorting involves creating groups of students that are separated from other groups. Each group of students is kept together with the same students and employees throughout the school day to reduce the risk for illness or limit spread throughout the school.

Illness Monitoring:

The school partners with the Philadelphia Department of Public Health to provide parents and caregivers with instructions on how to monitor students for illness or when to have a student stay home.

Testing:

In alignment with public health guidance, Boys' Latin encourages students, employees, and visitors to participate in screening testing, which is an additional prevention strategy students, employees, and visitors can choose to assist in making decisions to further protect themselves and others. Screening tests identify people

with an infection who do not have symptoms or known or suspected exposures so that steps can be taken to prevent further spread of the disease. The school provides information about screening testing to students and families and, for individuals who have symptoms consistent with a circulating illness, the school identifies local facilities and healthcare providers for referral to testing and management.

Managing Exposure:

The school has identified spaces to separate sick students from well students while waiting for them to leave school. Each identified space allows for the designated school employee to monitor the sick student, has a door that separates the space, and has increased air circulation. The school furthermore notifies parents and caregivers of exposures to certain communicable diseases (e.g., tuberculosis, measles, or new/emerging pathogens). The school partners with the local health department to manage exposures, including conducting contact tracing and identifying contacts who may require notification.

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

Our plan ensures the continuity of services for students and employees. Through our one-to-one laptop program, all students receive a school-issued laptop to support their in-person and remote learning. The school provides Internet service via mobile hotspots to students as needed. Our learning management system, Schoology, serves as an online hub for students, families, and employees to access in-person and remote learning tools like Google Classroom and Zoom, and monitor students' academic progress, attendance, and behavior. Curriculum and instruction are intentionally designed to support in-person and remote learning. Virtual information technology support is available to all members of the school community. Training on all educational technology is provided at the beginning of the school year and ongoing to support success in the in-person and remote learning environments. The school's plan to transition to remote learning, in the event it is needed, is clearly and proactively communicated to all members of the school community to support a smooth transition between in-person and remote learning. In periods of remote learning, one week's worth of school breakfast and lunch will be distributed weekly on the designated day, and virtual social and emotional supports will be provided via the school's social workers.

The school partners with the local health department to stay open and provide safe, continuous, in-person learning to the greatest extent feasible for all students, and uses the aforementioned layered prevention strategies to help achieve this aim. Any changes in school operational status (i.e., virtual, hybrid, closure) are made in coordination with the local health department and other impacted community partners.

3. **Use the table below to explain how the LEA will maintain the health and safety**

of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>a. Universal and correct wearing of masks;</p>	<p>In alignment with public health guidance, Boys' Latin encourages students, employees, and visitors to wear a mask, which is an additional prevention strategy that they can choose to further protect themselves and others. Wearing a mask can help lower the risk of respiratory virus transmission. There are many different types of masks that have varying abilities to block viruses depending on their design and how well they fit against the face. Cloth masks generally offer lower levels of protection to wearers, surgical/disposable masks usually offer more protection, international filtering facepiece respirators (like KN95 respirators) offer even more, and the most protective respirators are NIOSH Approved® filtering facepiece respirators (like N95® respirators). Wearing the most protective mask one can comfortably wear for extended periods of time that fits well (completely covering the nose and mouth) is the most effective option. The school encourages students, employees, and visitors to, when choosing to wear a mask, choose the most protective type they can. When it is able to do so, the school provides free, high-quality masks to students, employees, and visitors in times of higher respiratory viral spread.</p>
<p>b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);</p>	<p>In alignment with public health guidance, Boys' Latin encourages students, employees, and visitors to put a physical distance between themselves and others, which can help lower exposure to infectious illnesses as an additional prevention strategy. Please note that there is no single number that defines a "safe" distance, since spread of viruses can depend on many factors. When space is limited, the school uses cohorting as a strategy to minimize disease spread. Cohorting involves</p>

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	<p>creating groups of students that are separated from other groups. Each group of students is kept together with the same students and employees throughout the school day to reduce the risk for illness or limit spread throughout the school.</p>
<p>c. Handwashing and respiratory etiquette;</p>	<p>Boys' Latin teaches and reinforces proper handwashing. The school also ensures facilities are equipped with soap, water, and a way to dry hands such as paper towels. The school also places hand sanitizer dispenser with at least 60 percent alcohol near frequently touched surfaces and in areas where soap and water are not easily accessible, such as near elevators, shared equipment, and building entrances and exits.</p> <p>Boys' Latin teaches and reinforces respiratory etiquette. The school reinforces covering of the mouth and nose with a tissue when coughing or sneezing and throwing the used tissue in the trash after use. The school ensures that tissues are located in areas convenient for easy student, employee, and visitor access. If a tissue is not available, the school encourages students, employees, and visitors to cough or sneeze into their elbow, not their hands. The school furthermore encourages students, employees, and visitors to wash their hands immediately after blowing the nose, coughing, or sneezing.</p>
<p>d. Cleaning and maintaining healthy facilities, including improving ventilation;</p>	<p>In alignment with CDC guidance, Boys' Latin takes steps for cleaner air, which is a core strategy for preventing and controlling the spread of infections. Boys' Latin optimizes indoor air quality or ventilation and maintains improvements to indoor air quality to reduce the risk of germs spreading through the air. This includes enhancing the heating, ventilation, and air conditioning ("HVAC") systems in each school building with filters with a</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>minimum efficiency reporting values (“MERV”) of 13 or higher. The school’s HVAC systems exceed the minimum outdoor air ventilation requirement in accordance with ventilation design codes. The school also aims for five or more air changes per hour of clean air. As another measure to optimize ventilation, when appropriate and possible, windows and/or doors on opposite sides of rooms within the school’s facilities are opened and fans are used to blow outside air through the room.</p> <p>At Boys’ Latin, surfaces and objects that are touched often, such as desks, countertops, doorknobs, computer keyboards, hands-on learning items, faucet handles, and phones, among other similar items, are cleaned and sanitized daily. The school complies with local policy and other relevant regulations for procedures on disinfecting food service areas, bathrooms, and other specific areas of the school. The school immediately cleans surfaces and objects that are visibly soiled with blood or other bodily fluids, using gloves and other personal protective equipment, wiping or soaking up the blood or bodily fluid, cleaning, and then disinfecting the surface. In the event a new pathogen emerges, and an ill student has been in the school space, or an outbreak occurs with a specific pathogen like norovirus, the school implements specialized and enhanced cleaning and disinfection for the particular infectious disease in consultation with the local health department.</p>
<p>e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;</p>	<p>The school has identified spaces to separate sick students from well students while waiting for them to leave school. Each identified space allows for the designated school employee to monitor the sick student, has a door that separates the space, and has increased</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>air circulation. The school furthermore notifies parents and caregivers of exposures to certain communicable diseases (e.g., tuberculosis, measles, or new/emerging pathogens). The school partners with the local health department to manage exposures, including conducting contact tracing and identifying contacts who may require notification.</p>
<p>f. Diagnostic and screening testing;</p>	<p>In alignment with public health guidance, Boys' Latin encourages students, employees, and visitors to participate in screening testing, which is an additional prevention strategy students, employees, and visitors can choose to assist in making decisions to further protect themselves and others. Screening tests identify people with an infection who do not have symptoms or known or suspected exposures so that steps can be taken to prevent further spread of the disease. The school provides information about screening testing to students and families and, for individuals who have symptoms consistent with a circulating illness, the school identifies local facilities and healthcare providers for referral to testing and management.</p>
<p>g. Efforts to provide vaccinations to school communities;</p>	<p>In alignment with public health guidance for schools, Boys' Latin encourages students, employees, and visitors to stay up to date with all recommended vaccinations. Getting vaccinated can reduce an individual's chances of getting infected to some degree, but its main strength is preventing severe illness and death. The school promotes immunization by (1) providing information about recommended vaccinations to employees, students, and families; (2) promoting the safety and effectiveness of vaccines; and (3) establishing supportive policies and practices that make getting vaccinated easy and convenient. The school may also make vaccinations available on-site by hosting school-located vaccination</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	clinics or connect eligible students and employees with off-site vaccination locations.
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	The school provides reasonable accommodations, as appropriate, to students with disabilities with respect to health and safety protocols.
i. Coordination with state and local health officials.	The school partners with the Philadelphia Department of Public Health to provide parents and caregivers with instructions on how to monitor students for illness or when to have a student stay home; manage exposures, including conducting contact tracing and identifying contacts who may require notification; and support other similar efforts.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Boys’ Latin of Philadelphia Charter School** reviewed and approved the Health and Safety Plan on **August 7, 2024**.

The plan was approved by a vote of:

 6 Yes

 0 No

Affirmed on: **August 7, 2024**

By:

DocuSigned by:

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(Signature of Board President)*

A. Wesley Wyatt IV

(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.