pennsylvania
DEPARTMENT OF EDUCATION

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 Thorough an Integrated System of Support
- PA Department of Health - COVID-19 in Pennsylvania

Health and Safety Plan Summary: Burgettstown Area School District

Initial Effective Date: July 1, 2021

Date of Last Review: June 15, 2026

Date of Last Revision: December 5, 2022

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?**

The LEA will monitor the latest recommendations from PDE, PADOH, and CDC and update the Health and Safety Plan as needed. The initial Plan and all subsequent, revised Plans will be presented to the governing Board. Facilities and practices will be adapted to the extent possible to ensure that appropriate prevention and mitigation processes are followed.

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?**

Educational models will be adapted to meet the needs of the students as appropriate. Academics will be addressed through plans for in-person, hybrid, and virtual instruction, to be utilized as needed. Social, emotional, mental health and other needs will be monitored, and provided for by in-house and contracted health care providers, social workers and other mental behavior specialists as needed. Food service will be provided using various models as appropriate to the situation, including the availability of free meals for all school-aged students within the school district, throughout the entire year.

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
A. Universal and correct wearing of masks;	• ARP ESSER requires school districts and charter schools to develop mitigation plans in line with the most recent CDC guidance with plans being updated every six months as needed. At the current time students and staff are not required to wear a mask. • As mask-wearing mandates change, the

ARP ESSER Requirement	Strategies, Policies, and Procedures
	requirement to wear masks on school district property and at school district events may be altered • Training on proper mask use will be available to students and staff • When reminders of mask use as well as proper masking are necessary, they will occur in many forms, including verbal, via signage, and on electronic media.
B. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);	• Distancing will follow CDC and DOH recommendations to the greatest extent possible • The maximum, socially distanced capacity for each room has been established and will be used if needed. • Direction of the desks may be modified to maximize proximity • Students seating may be limited to one side of tables/desks. • Balance class numbers and adjust roster sizes to the greatest extend possible • Temporarily remove unused desks and furniture in classrooms if/as needed • When warranted, encourage staff to maintain distancing from other adults to the maximum extent feasible • Staff should maintain appropriate distancing from students, whenever possible and when not disruptive or detrimental to the educational process • When warranted, limit physical interaction when engaged in partner or group work. • Establish appropriate distance between the teacher desk/board and student desks. • Identify large spaces (i.e. gymnasiums, large group instruction areas, outdoor facilities (weather permitting) to be utilized for social distancing when necessary.
C. Handwashing and respiratory etiquette;	• Teach and reinforce good hygiene measures such as handwashing, covering coughs/sneezes, and face coverings • Provide hand soap, hand sanitizer with an appropriate alcohol content, cleaning wipes/disinfectant spray, tissues, and paper towels for use in classrooms and

ARP ESSER Requirement	Strategies, Policies, and Procedures
	frequently trafficked areas on an as needed basis. • Post signage throughout District facilities to communicate the prevention/spread of symptoms • Practice preventative measures (including staying home when sick), good hygiene, proper respiratory etiquette and school/district specific protocols. • Promote the use of the nearest waste receptacle to dispose of tissues and other potentially contaminated items after use • Ensure regular disposal of waste receptacle contents • Perform hand hygiene after having contact with respiratory secretions and contaminated objects or materials.
D. Cleaning and maintaining healthy facilities, including improving ventilation;	• Schedule cleaning to maximize sanitary conditions and decrease the amount of virus that may be on surfaces and objects, thereby reducing risks of exposure. • Apply sanitizing product to frequently touched surfaces and objects including door handles, sink handles, drinking fountains, etc as warranted. • Disinfect school facilities and transportation vehicles using approved disinfectants to reduce the risk of contraction and/or spread. • Use routine cleaning practices for indoor areas that have not been used for 7 or more days, including outdoor equipment. • Follow standard protocols to clean surfaces that are not high touch. • Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible (by opening windows and doors, etc) • Avoid the use of windows and doors as a mechanism for increased ventilation if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children using the facility.

ARP ESSER Requirement	Strategies, Policies, and Procedures
E. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;	• Collaboration between school administrators and school nurses to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms when necessary. • School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. • Follow established procedures for safely transporting anyone who is sick home or to a healthcare facility. • Contact and coordinate with the local health authority when acting in response to a known or suspected communicable disease. • Contact the local health authority for further guidance if parent/guardian or caregiver notifies the school of potential exposure by a student, staff member, or school visitor as necessary. • Complete and submit all required reporting forms (self report, line list, weekly counts, etc) provided by PDE and the DOH for identification of positive cases, contact tracing, quarantining etc. • Distribute notifications to building staff and students with appropriate related information as needed. • Ensure that the development of policies and procedures are based on CDC guidelines, where appropriate. • Ensure that staff and students meet all requirements before returning to school safely
F. Diagnostic and screening testing;	• Monitor and act upon signs and symptoms of students and staff daily, upon arrival. Address privacy concerns associated monitoring practices confirmed exposure or cases by ensuring compliance with HIPPA/FERPA • Encourage staff to use appropriate stay-at-home decision making when ill sick • Encourage parents to keep their child(ren) home when ill/sick
G. Efforts to provide vaccinations to	• Work with community health centers and hospitals to host on-site vaccination

ARP ESSER Requirement	Strategies, Policies, and Procedures
school communities;	sessions as needed. • Make available brochures and other information as to when and where staff and students can receive vaccinations on site • Share vaccination related information with the school community via electronic communication and social media
H. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	• Ensure that all procedures and practices related to face coverings and all other parts of the health and safety plans accommodate the needs of students with disabilities. • Comply with federal and state laws for students with disabilities with respect to health and safety policies and procedures
I. Coordination with state and local health officials.	• LEA will work cooperatively with Joint Task Forces, the PADOH, the CDC, PDE, community health agencies and County Emergency Management Agencies to coordinate resources and implement processes and procedures in accordance with the health and safety plan. • Utilize a chain-of-command and a chain-of-custody approach to all elements of the health and safety plan that includes the related agencies and officials

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **The Burgettstown Area School District** reviewed and approved the Health and Safety Plan on **June 15, 2026.**

The plan was approved by a vote of:

7 **Yes**

0 **No**

Affirmed on: **June 15, 2026**

By:

Carrie A. Snatchko

(*Signature* of Board President*)

CARRIE A. SNATCHKO

(*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.