



# Phased School Reopening Health and Safety Plan Template

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Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non-instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

*This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.*

## Health and Safety Plan: West Allegheny School District

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

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).

**Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): Tuesday, August 25**

## 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.

### 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):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
<b>Dr. Jerri Lynn Lippert</b>	Superintendent	Pandemic Coordinator Both (Pandemic Crisis Response Team/Health and Safety Plan Development)
<b>Dr. Christopher Shattuck</b>	Assistant Superintendent	Both (Pandemic Crisis Response Team/Health and Safety Plan Development)
<b>Dr. Shana Nelson</b>	Assistant to the Superintendent Curriculum, Instruction and Professional Development	Health and Safety Plan Development
<b>Mrs. Tammy Adams</b>	Assistant to the Superintendent for Special Education and Student Services	Both (Pandemic Crisis Response Team/Health and Safety Plan Development)
<b>Mr. Ken Fibbi</b>	Facilities and Operations Director	Both (Pandemic Crisis Response Team/Health and Safety Plan Development)
<b>Mr. Scott Smith</b>	Facilities Supervisor	Both (Pandemic Crisis Response Team/Health and Safety Plan Development)
<b>Mr. Dave McBain</b>	Athletic Director	Both (Pandemic Crisis Response Team/Health and Safety Plan Development)

<b>Mrs. Karen Ruhl</b>	Communications Coordinator	Health and Safety Plan Development
<b>Mr. Doug Costa</b>	Technology Director	Health and Safety Plan Development
<b>Ms. Tina Bruce</b>	Transportation Manager	Health and Safety Plan Development
<b>Mr. Michael Vattimo</b>	President Teacher's Association	Health and Safety Plan Development
<b>Mrs. Lynn Ann Debor</b>	Vice President Teacher's Association	Health and Safety Plan Development
<b>Mr. Harold Nation</b>	President Support Staff Association	Health and Safety Plan Development
<b>Mrs. Jackie Poolson</b>	Cafeteria Manager	Health and Safety Plan Development
<b>Mrs. Barb Lecker</b>	Lead Nurse	Both (Pandemic Crisis Response team/Health and Safety Plan Development)
<b>Mrs. Marybeth Hill</b>	Lead Nurse	Both (Pandemic Crisis Response team/Health and Safety Plan Development)
<b>Board of Directors: Mrs. Debbie Mirich, Mrs. Tracy Pustover, Mr. Kevin Hancock, Mr. Robert Ostrander</b>	Board Members	Health and Safety Plan Development
<b>School Leaders: Dr. Frank Hernandez, Dr. Cheryl McHone, Mrs. Kate Roche, Mrs. Toni Baldanzi, Mrs. Trish Nolan, Ms. Megan Huchko, Dr. Erin Dierker, Mrs. Melissa Wagner, Mrs. Rachel Gray</b>	School Leaders	Health and Safety Plan Development
<b>Dr. Adams</b>	District Physician, Parent	Health and Safety Plan Development
<b>Dr. Kenneth Woods</b>	Infectious Disease Physician and Epidemiologist, Parent	Health and Safety Plan Development

## Health and Safety Plan Summary: West Allegheny School District

**Anticipated Launch Date: Start of School Year Tuesday, August 25, 2020**

### Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>West Allegheny School District has provided training to its custodial staff to ensure proper cleaning and disinfection of its school facilities. A departmental checklist has been developed to monitor custodial performance for cleanliness and disinfection of frequently touched areas in accordance with CDC guidelines. Custodial staff will have access to backpack sprayers to perform full facility disinfection when recommended. Additionally, aerosol-based disinfecting room foggers will be deployed daily in designated areas and on an as needed basis. WASD facilities department has worked over the past three months with multiple vendors to acquire cleaning and disinfecting supplies for the school year. The District currently has enough supplies to meet CDC guidelines for cleaning and disinfecting schools. Standard cleaning, disinfecting and sanitizing of school facilities will be completed on a daily basis. Standard ventilation protocols have been altered to increase the amount of outside air brought into the facilities; in addition, the district will continue to replace air filters twice per year. The Direct Digital Controls of the HVAC system will be reviewed on a weekly basis and the percentage of outside air will be maximized based upon the projected weather forecasts. Teachers will be encouraged to open exterior windows when weather permits. Hand sanitizing stations will be made available in strategic places throughout the school, within each classroom, in the playground area and available for student and teacher use on a daily basis. Each teacher will be provided EPA approved disinfectant and microfiber cloths to address required disinfecting of classroom surfaces throughout the day as appropriate. Also, disinfectant wipe stations will be strategically placed throughout each school. An additional custodian will be staffed on the daylight shift at the High School and Middle School where cafeteria dining facilities are in use. They will be assigned to address cafeteria dining room disinfection/cleanliness and other immediate facility needs. If a dining surface is used it will be disinfected between food service periods. As the District specifically recognizes the importance of disinfecting restrooms, we will stagger use of specific restrooms at the high school and middle school to allow for deep cleaning during the school day. Elementary restrooms will have all high touch points sanitized three times per day. Frequently touched surfaces including but not limited to door handles, faucets and light switches will be cleaned/disinfected on a daily basis along with all student and teacher work surfaces. Surfaces will be treated with an EPA approved disinfectant; the solution will be allowed to sit wet on the surface (dwell time) per CDC and manufacturer guidelines to ensure full efficacy before cleaning with a microfiber cloth. For additional protection, the district will provide a disinfectant for wiping of desks between use that is classified as non-hazardous and requires no precautions for use. Parents that opt their child(ren) out of using the product should send disinfectant wipes to school with their child(ren) to wipe down student surfaces between use. Additional professional development training will be provided to all custodians regarding appropriate cleaning and disinfecting techniques as a refresher training prior to the start of school. A knowledge-based survey will be given to each participant at the conclusion of the training.</p>

## Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>* <b>Classroom/learning space occupancy that allows for six feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>The West Allegheny School District has developed a reopening plan that provides five-days of in-person learning for our students as well as online options parents to choose if they are not comfortable sending their child/ren back to school. In the event the Governor and/or Allegheny County Health Department warrant reductions in occupancy requiring us to limit the number of students in our schools/classrooms, the District may modify the five-day in person model by moving toward a hybrid-model with alternating in-person instructional days. Our reopening plan ensures to the extent possible that all academic programs and courses are available to all students. The comprehensive plan provides six feet of distance or 36 sq. ft. per person is available in all instructional spaces throughout the schools and requires face masks/coverings/shields. Social distancing was accomplished by strategically placing desks at six feet of distance, in the same direction, removing ancillary furniture and utilizing large spaces throughout the school to hold classes when necessary.</p>
<p>* <b>Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<p>In order to limit the number of individuals who come in contact with each another during the school day, the team has utilized a cohort model in grades K-8 and has limited transitions where possible. Assemblies and large group gatherings will be modified, and the District will adhere to local and state guidelines pertaining to the recommended size of gatherings and ensure social distancing guidelines are followed. School administrators have developed traffic flow patterns throughout the schools and will utilize staggered arrival and dismissal protocols at the beginning and end of each school day. During the school day, necessary hallway transitions will be staggered, and students will be required to wear masks when transitioning. The District will also promote the use of outdoor spaces for class and recess when weather and circumstances permit under the strict guidelines that six feet of social distancing must be maintained. Also, the District will restrict all non-essential visitors during the school day. Any individual visiting the schools for authorized business will be health screened and temperature checked by a school nurse, in their vehicle, prior to entering the school. Face coverings, such as masks or face shields, must be worn by all non-students, both staff and visitors (including parents and guardians), while on school property, including during student drop-off and pickup. Use of district facilities for after school activities, events, and use by outside organizations will be determined at a later date in accordance with current and state guidelines.</p>
<p>* <b>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>The West Allegheny will follow all CDC, Pennsylvania Department of Health and Allegheny County Health Department guidelines as they pertain to gatherings. As such, students will be required to wear masks on District transportation, at arrival times, dismissal times and while transitioning during the school day. It is recommended that students wear face coverings while in class. Students are not required to wear masks when eating lunch, as provisions have been made to ensure six feet of social distancing.</p>
<p>* <b>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p></p>
<p>* <b>Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</b></p>	<p></p>

Requirement(s)	Strategies, Policies and Procedures
<p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p> <p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p> <p><b>Other social distancing and safety practices</b></p>	<p>Hand sanitizing stations will be in each classroom as well as throughout the school in high traffic areas. Teachers will be encouraged to sanitize high touch surfaces regularly and all CDC guidelines will be adhered to with regards to daily cleaning expectations. Lunches will be served to students and all self-serve lunch options will be eliminated. All food will be pre-packaged and/or served in a manner that meets Serv Safe requirements. Students will be required to hand wash and/or sanitize prior to eating or drinking during the school day.</p> <p>As transportation poses one of our greatest challenges, the District is taking multiple steps to ensure safety and social distancing to the greatest extent possible. Listed below are the current actions in place:</p> <ul style="list-style-type: none"> <li>• Encourage parents to drive their students when possible</li> <li>• Have siblings share seats</li> <li>• Require masks to be worn on District transportation by students and drivers</li> <li>• Disinfect buses after the morning run and after the afternoon run</li> <li>• Students will board buses and fill back to front on each run</li> <li>• District provided hand sanitizer will be available on each bus</li> <li>• Sit one student per seat where possible</li> <li>• Add additional bus routes to limit ridership if necessary</li> </ul> <p>In order to ensure maximum implementation of all policies, protocols and procedures related to social distancing, the District will train students staff and parents on implementation of social distancing and other safety protocols through informational videos, live Zoom sessions, and by providing informational materials, signs and posters.</p>



## Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p> <p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</b></p>	<p>West Allegheny School District will be implementing and educating our school community on monitoring (health screens), quarantining and returning to school guidelines provided by the CDC and Allegheny County Health Department. Although it is not possible to eliminate the risk of COVID, our approach is to take mitigation efforts very seriously in order to lessen the likelihood of positive case exposure and to protect our staff and students. Monitoring of staff and students will be completed in two ways. The first is at home self-health checks that are required to be completed prior to coming to school. The self-health checks are not required to be reported but are necessary to be completed to support mitigation and exposure efforts. The self-health check will include a COVID symptom checklist as well as exposure questions. If a student or staff answers yes to any of the self-health check questions, they should remain home and contact the school nurse. Our second monitoring will occur upon arrival where all staff and students will have their temperature taken upon entry to the school using thermographic cameras. In the event that a high temperature is detected, a more thorough symptom screen will be conducted by the school nurse. Additionally, staff and students who have been reported as having an absence due to any illness, will be screened by our school nurses upon return to school, prior to attending classes.</p> <p>In addition, West Allegheny will be requiring adherence to the current recommendations from Allegheny County Health Department (ACHD) and CDC pertaining to quarantine. The CDC and ACHD recommend a 14-day self-quarantine and/or two negative tests, based on exposure and/or high-risk travel. For staff or students with suspected or confirmed COVID, a minimum of 10 days of quarantine from first symptom along with three days (72 hours) of being symptom free or two negative tests is necessary for approval to return to school. Any confirmed positive case will require a doctor's recommendation submitted to the school nurse in order to return to school. In the event contact tracing, conducted by ACHD, determines a significant number of staff must be quarantined, it may be necessary to close schools due to lack of adequate supervision and revert to our remote learning plan.</p> <p>Further, we will be publishing multiple documents as well as informational videos and live virtual Zoom sessions to support staff and parents understanding of protocols, procedures and expectations related to reporting of exposure, quarantining, COVID confirmation, and safe return to school. All staff and students will be asked to complete a return to school form capturing relevant information pertaining to travel, exposure, quarantine, testing for COVID, etc. The District will continue to monitor throughout the year staff and students pertaining to travel, exposure, quarantine and testing related to COVID. We have designated a lead nurse along with the Superintendent to make determinations related to requiring quarantine and will work closely with Allegheny County on contact tracing as necessary. As we work closely with Allegheny County, parents and staff will be notified if quarantine is necessary based on exposure to a confirmed positive person and if school would need to be closed for thorough cleaning and disinfecting. Quarantine for exposure is currently recommended based on exposure of 15 minutes or more and within six feet of the positive individual. Also, all non-essential visitors will not be permitted to enter our schools; and those who are essential will undergo health and temperature screens, conducted by our nursing team, prior to admittance.</p>

## Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* <b>Protecting students and staff at higher risk for severe illness</b></p> <p>* <b>Use of face coverings (masks or face shields) by all staff</b></p> <p>* <b>Use of face coverings (masks or face shields) by older students (as appropriate)</b></p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p> <p><b>Strategic deployment of staff</b></p>	<p>West Allegheny intends to offer four educational delivery models during the 2020-2021 school year to accommodate families with differing needs.</p> <p><b>The first model</b> is traditional 5-day, in-person schooling for all students in grades K-12 in accordance with all CDC and PDE requirements. In the event the Governor and/or Allegheny County Health Department warrant reductions in occupancy requiring us to limit the number of students in our schools/classrooms, the District may modify the five-day in person model by moving toward a hybrid-model with alternating in-person instructional days.</p> <p><b>The second model</b> is online synchronous remote learning model for students in grades K-8. This model will allow students to remain home and receive virtual instruction from District assigned teachers.</p> <p><b>The third model</b> is the West Allegheny Virtual Academy (WAVA), which provides asynchronous remote learning instruction for students in grades K-12. Information on WAVA can be found here: <a href="#">WAVA</a></p> <p><b>The fourth model</b> is available to 9-12 students and is a Hybrid model, which allows students to participate in both in-person courses and courses offered virtually through WAVA. In the event Allegheny County is deemed to be in the red phase and/or PDE or the Governor mandates school closure for a significant period of time (greater than two weeks), the District will enact the enhanced remote learning plan 2.0, which reflects improvements from last year's model. Additional information regarding the three models of educational delivery available to parents and the Remote Learning Plan 2.0 can be found at the following link: <a href="#">WA Reopening Plan Options</a></p> <p>Upon returning to school, social distancing and the wearing of masks/face coverings will follow health organization guidelines. Specifically, the District will comply with the mask order as per the PA Department of Health. As per the July 1, 2020 from the Pennsylvania Department of Health, face covering means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A face covering can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and, for the purposes of the order, can include a plastic face shield that covers the nose and mouth. Face coverings may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, t-shirts, sweatshirts, or towels. While procedural and surgical masks intended for health care providers</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>and first responders, such as N95 respirators, would meet these requirements, these specialized masks should be reserved for appropriate occupational and health care settings.</p> <p>Students are permitted to remove their face coverings when:</p> <ol style="list-style-type: none"> <li>1. Eating or drinking when spaced at least six feet apart.</li> <li>2. Seated at desks or assigned workspaces at least six feet apart, while working independently; or</li> <li>3. Engaged in any activity at least six feet apart (e.g. face covering breaks, recess, etc.)</li> </ol> <p>It is important to note that all classrooms are configured to comply with the six feet of social distance; students are <b>required</b> to wear a face mask/covering while actively engaging in instruction, defined as working/conversing with peers and/or the teacher. Students are <b>not required</b> to wear a face mask when working independently at their desks as a result of six feet of social distancing. Teachers are required to wear face shields and will wear masks anytime they are working within less than six feet of students.</p> <p>Any student who cannot wear a mask or face shield due to a medical condition, including those with respiratory issues that impede breathing, a mental health condition, or disability, and students who would be unable to remove a mask without assistance are not required to wear face coverings. Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, are not required to wear a mask; however, individuals will be provided the option to use another type of face covering such as a plastic face shield as necessary. Face shields will be provided by the District as requested.</p> <p>The District will continue to require staff and students to wear face coverings on school buses, in large gatherings outside of the classroom when six feet or more of social distancing is not possible (both indoors and outdoors), while transitioning between classrooms, and while entering or exiting the school.</p> <p>Administrative staff, school principals and nurses will continue to be in contact with the District's most vulnerable individuals regarding their health and safety. Determinations regarding the safety of a student's or staff member's return to school, who are vulnerable to COVID due to existing medical conditions, will have accommodations provided as appropriate.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>All grade K-12 students will have access to remote learning in the event that school is closed for a short or extended period of time. In the event a student has an extended illness and/or is unable to return to school continuity of services will be provided.</p> <p>In addition to our nurses who are District employees, the District will also employ a day-to-day substitute nurse to assist with prevention and mitigation efforts. The District will work to maintain a robust substitute pool for all District positions, which will involve training and periodic reviews of all pandemic procedures and protocols.</p> <p>West Allegheny is implementing proactive measures regarding academics, information technology, and alternate schooling options. In reference to academics, modifications will be made to minimize the sharing of student materials such as computers, manipulatives, and classroom tools in most courses. Courses such as physical education and library will have additional changes such as the elimination of swimming, the changing of clothes, and the circulation of books. Students in the Early Childhood program will attend on an A/B schedule to reduce the number of students in a classroom at one time. The District has increased the number of student devices to allow for a 1:1 distribution with technology and adopted Canvas as a learning management system. With regard to social and emotional wellness including trauma-informed practices, the District will establish an intentional focus on social and emotional skill building, mental and behavioral health, personal safety and self-regulatory capacity for all students in grades K-12. Resources for both home and school will also be made available through the school psychologists, school counselors and contracted therapists.</p>

## Key Strategies, Policies, and Procedures

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.

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

**Summary:** West Allegheny School District has provided training to its custodial staff to ensure proper cleaning and disinfection of its school facilities. A departmental checklist has been developed to monitor custodial performance for cleanliness and disinfection of frequently touched areas in accordance with CDC guidelines. Custodial staff will have access to backpack sprayers to perform full facility disinfection when recommended. Additionally, aerosol-based disinfecting room foggers will be deployed daily in designated areas and on an as needed basis. WASD facilities department has worked over the past three months with multiple vendors to acquire cleaning and disinfecting supplies for the school year. The District currently has enough supplies to meet CDC guidelines for cleaning and disinfecting schools. Standard cleaning, disinfecting and sanitizing of school facilities will be completed on a daily basis. Standard ventilation protocols have been altered to increase the amount of outside air brought into the facilities; in addition, the district will continue to replace air filters twice per year. The Direct Digital Controls of the HVAC system will be reviewed on a weekly basis and the percentage of outside air will be maximized based upon the projected weather forecasts. Teachers will be encouraged to open exterior windows when weather permits. Hand sanitizing stations will be made available in strategic places throughout the school, within each classroom, in the playground area and available for student and teacher use on a daily basis. Each teacher will be provided EPA approved disinfectant and microfiber cloths to address required disinfecting of classroom surfaces throughout the day as appropriate. Also, disinfectant wipe stations will be strategically placed throughout each school. An additional custodian will be staffed on the daylight shift at the High School and Middle School where cafeteria dining facilities are in use. They will be assigned to address cafeteria dining room disinfection/cleanliness and other immediate facility needs. If a dining surface is used it will be disinfected between food service periods. As the District specifically recognizes the importance of disinfecting restrooms, we will stagger use of specific restrooms at the high school and middle school to allow for deep cleaning during the school day. Elementary restrooms will have all high touch points sanitized three times per day. Frequently touched surfaces including but not limited to door handles, faucets and light switches will be cleaned/disinfected on a daily basis along with all student and teacher work surfaces. Surfaces will be treated with an EPA approved disinfectant; the solution will be allowed to sit wet on the surface (dwell time) per CDC and manufacturer guidelines to ensure full efficacy before cleaning with a microfiber cloth. For additional protection, the district will provide a disinfectant for wiping of desks between use that is classified as non-hazardous and requires no precautions for use. Parents that opt their child(ren) out of using the product should send disinfectant wipes to school with their child(ren) to wipe down student surfaces between use. Additional professional development training will be provided to all custodians regarding appropriate cleaning and disinfecting techniques as a refresher training prior to the start of school. A knowledge-based survey will be given to each participant at the conclusion of the training.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>Increase use of personal protective equipment (PPE) for staff and students aligned to mask order (masks, gloves and face shields).            Provide classroom social distancing of six feet and hygiene practices including hand sanitizing stations in each classroom; provide all staff members with disinfectant spray and wipes to maintain disinfecting of surfaces throughout the day as warranted.            The District will follow the CDC's guidance for cleaning and disinfecting schools.            Middle School and High School will add an additional day time custodian to assist with disinfecting throughout the school day due to student transition from class to class.            Clean and disinfect frequently touched surfaces and objects within the school at least daily, including, but not limited to door handles, sink handles and light switches.            Provide hand sanitizing stations in each classroom and in high traffic areas such as cafeterias, vending machines, playgrounds, etc.            Provide disinfecting wipes in classrooms that require shared keyboards or other equipment with the teacher directing use and student waivers being signed.            Water fountains will be turned off. Water bottles will be recommended to bring for use and available for purchase</p>	<p>Increase use of personal protective equipment (PPE) for staff and students aligned to mask order (masks, gloves and face shields).            Provide classroom social distancing of six feet and hygiene practices including hand sanitizing stations in each classroom; provide all staff members with disinfectant spray and wipes to maintain disinfecting of surfaces throughout the day as warranted.            The District will follow the CDC's guidance for cleaning and disinfecting schools.            Middle School and High School will add an additional day time custodian to assist with disinfecting throughout the school day due to student transition from class to class.            Clean and disinfect frequently touched surfaces and objects within the school at least daily, including, but not limited to door handles, sink handles and light switches.            Provide hand sanitizing stations in each classroom and in high traffic areas such as cafeterias, vending machines, playgrounds, etc.            Provide disinfecting wipes in classrooms that require shared keyboards or other equipment with the teacher directing use and student waivers being signed.            Water fountains will be turned off. Water bottles will be recommended to bring for use and available for purchase</p>	<p>Mr. Fibbi, Mr. Smith</p>	<p>PPE and cleaning/disinfecting supplies            CDC Website            Custodial Cleanliness and Frequently Touched Area Checklists            ATP Testing Device            School and classroom hand sanitizing stations</p>	<p>Yes. Will have vendors provide additional training to custodial staff on cleaning/disinfecting and the proper use of PPE.</p>

	<p>Perform Cleanliness and Frequently Touched Area Checklist weekly with custodial staff and continue to have documented checklist on file.</p> <p>All ventilation filters will be changed before the start of school and will continue to be changed on a routine basis as recommended by the CDC.</p> <p>Provide additional masks on buses in event rider does not have one; provide hand sanitizer on all buses and posted signage on hygiene practices; disinfect buses between morning and afternoon runs and after the last run of the day with industry grade disinfectant.</p> <p>Elementary restrooms will have all touch points sanitized three times per day. Middle school and high school bathrooms will have staggered usage to accommodate additional sanitizing throughout the day.</p> <p>For additional protection, the district will provide a disinfectant for wiping of desks between use that is classified as non-hazardous and requires no precautions for use. Parents that opt their child(ren) out of using the product should send disinfectant wipes to school with their child(ren) to wipe down student surfaces between use.</p>	<p>Perform Cleanliness and Frequently Touched Area Checklist weekly with custodial staff and continue to have documented checklist on file.</p> <p>All ventilation filters will be changed before the start of school and will continue to be changed on a routine basis as recommended by the CDC.</p> <p>Provide additional masks on buses in event rider does not have one; provide hand sanitizer on all buses and posted signage on hygiene practices; disinfect buses between morning and afternoon runs and after the last run of the day with industry grade disinfectant.</p> <p>Elementary restrooms will have all touch points sanitized three times per day. Middle school and high school bathrooms will have staggered usage to accommodate additional sanitizing throughout the day.</p> <p>For additional protection, the district will provide a disinfectant for wiping of desks between use that is classified as non-hazardous and requires no precautions for use. Parents that opt their child(ren) out of using the product should send disinfectant wipes to school with their child(ren) to wipe down student surfaces between use.</p>			
<p><b>Other cleaning, sanitizing, disinfecting, and ventilation practices</b></p>	<p>ATP Testing of microorganisms on desks and frequently touched areas.</p> <p>Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans.</p> <p>Aerosol disinfecting in designated areas daily and as needed in other areas.</p>	<p>ATP Testing of microorganisms on desks and frequently touched areas.</p> <p>Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans.</p> <p>Aerosol disinfecting in designated areas daily and as needed in other areas.</p>	<p>Mr. Fibbi, Mr. Smith</p>	<p>ATP Testing Kit</p>	<p>N</p>



## Social Distancing and Other Safety Protocols

**Summary:** The West Allegheny School District has developed a reopening plan that provides five-days of in-person learning for our students as well as online options parents to choose if they are not comfortable sending their child/ren back to school. In the event the Governor and/or Allegheny County Health Department warrant reductions in occupancy requiring us to limit the number of students in our schools/classrooms, the District may modify the five-day in person model by moving toward a hybrid-model with alternating in-person instructional days. Our reopening plan ensures to the extent possible that all academic programs and courses are available to all students. The comprehensive plan provides six feet of distance or 36 sq. ft. per person is available in all instructional spaces throughout the schools and requires face masks/coverings/shields. Social distancing was accomplished by strategically placing desks at six feet of distance, in the same direction, removing ancillary furniture and utilizing large spaces throughout the school to hold classes when necessary.

In order to limit the number of individuals who come in contact with each another during the school day, the team has utilized a cohort model in grades K-8 and has limited transitions where possible. Assemblies and large group gatherings will be modified, and the District will adhere to local and state guidelines pertaining to the recommended size of gatherings and ensure social distancing guidelines are followed. School administrators have developed traffic flow patterns throughout the schools and will utilize staggered arrival and dismissal protocols at the beginning and end of each school day. During the school day, necessary hallway transitions will be staggered, and students will be required to wear masks when transitioning. The District will also promote the use of outdoor spaces for class and recess when weather and circumstances permit under the strict guidelines that six feet of social distancing must be maintained. Also, the District will restrict all non-essential visitors during the school day. Any individual visiting the schools for authorized business will be health screened and temperature checked by a school nurse, in their vehicle, prior to entering the school. Face coverings, such as masks or face shields, must be worn by all non-students, both staff and visitors (including parents and guardians), while on school property, including during student drop-off and pickup. Use of district facilities for after school activities, events, and use by outside organizations will be determined at a later date in accordance with current and state guidelines.

The West Allegheny will follow all CDC, Pennsylvania Department of Health and Allegheny County Health Department guidelines as they pertain to gatherings. As such, students will be required to wear masks on District transportation, at arrival times, dismissal times and while transitioning during the school day. It is recommended that students wear face coverings while in class. Students are not required to wear masks when eating lunch, as provisions have been made to ensure six feet of social distancing.

Hand sanitizing stations will be in each classroom as well as throughout the school in high traffic areas. Teachers will be encouraged to sanitize high touch surfaces regularly and all CDC guidelines will be adhered to with regards to daily cleaning expectations. Lunches will be served to students and all self-serve lunch options will be eliminated. All food will be pre-packaged and/or served in

a manner that meets Serv Safe requirements. Students will be required to hand wash and/or sanitize prior to eating or drinking during the school day.

As transportation poses one of our greatest challenges, the District is taking multiple steps to ensure safety and social distancing to the greatest extent possible. Listed below are the current actions in place:

- Encourage parents to drive their students when possible
- Have siblings share seats
- Require masks to be worn on District transportation by students and drivers
- Disinfect buses after the morning run and after the afternoon run
- Students will board buses and fill back to front on each run
- District provided hand sanitizer will be available on each bus
- Sit one student per seat where possible
- Add additional bus routes to limit ridership if necessary

In order to ensure maximum implementation of all policies, protocols and procedures related to social distancing, the District will train students staff and parents on implementation of social distancing and other safety protocols through informational videos, live Zoom sessions, and by providing informational materials, signs and posters.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Classroom/ learning space occupancy that allows for six feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>In the event the Governor and/or Allegheny County Health Department warrant reductions in occupancy requiring us to limit the number of students in our schools/classrooms, the District may modify the five-day in person model by moving toward a hybrid-model with alternating in-person instructional days. Classroom configurations will allow for six feet of distance or 36 sq. ft. per person in all classrooms thus allowing students to remove their face covering/mask during instruction. Classrooms were constructed in spaces such as libraries, auxiliary gymnasiums and one school's cafeteria to ensure instruction is occurring with six feet of distance between all students. Larger sections of students were reassigned to classrooms with larger square footage to allow for six feet of distance or 36 sq. ft. Options for synchronous and/or asynchronous learning are being provided to approximately 15% of our student population (based on a survey) who are unable or unwilling to attend school, thus, further limiting the numbers of students in attendance. All student groupings will be minimized and will follow the six</p>	<p>Classroom configurations will allow for six feet of distance or 36 sq. ft. per person in all classrooms thus allowing students to remove their face covering/mask during instruction. Classrooms were constructed in spaces such as libraries, auxiliary gymnasiums and one school's cafeteria to ensure instruction is occurring with six feet of distance between all students. Larger sections of students were reassigned to classrooms with larger square footage to allow for six feet of distance or 36 sq. ft. Options for synchronous and/or asynchronous learning is being provided to approximately 15% of our student population (based on a survey) who are unable or unwilling to attend school; thus, further limiting the numbers of students in attendance. All student groupings will be minimized and will follow the six feet of social distancing, and when not possible, masks will be worn. All student desks should face the same direction.</p>	<p>Dr. Shattuck, Mr. Fibbi, Mr. Smith, School Leaders</p>	<p>Additional desks Reconfiguration of school spaces; temporary wall construction</p> <p>Revised schedules Repurposed staff</p>	<p>N</p>

	feet of social distancing, and when not possible, masks will be worn. All student desks should face the same direction.				
<b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b>	<p>School locker rooms and swimming pools will be closed as part of the academic curriculum until social distancing guidelines are not recommended. Students will not be asked to change clothes for physical education and/or participate in swimming. Large group assemblies such as grade level assemblies will not occur and will be convened in smaller groups such as no more than 50 so long as six feet of distance is able to be maintained and will be modified according to CDC and ACHD guidelines. Elementary school students will remain in their assigned classroom for the day with teachers coming to their assigned class for instruction. The majority of related arts classes will occur in the students' assigned classroom. At the elementary schools, students will eat lunches in the classrooms. They will be escorted to the cafeteria to select their lunch and return to their classrooms to eat. At the Middle School and High School, additional spaces have been identified to host lunches so that each child will be afforded six feet of distance or 36 sq. ft. of space to the extent possible.</p>	<p>School locker rooms and swimming pools will be closed as part of the academic curriculum until social distancing guidelines are not recommended. Students will not be asked to change clothes for physical education and/or participate in swimming. Large group assemblies such as grade level assemblies will not occur and will be convened in smaller groups such as no more than 50 so long as six feet of distance is able to be maintained and will be modified according to CDC and ACHD guidelines. Elementary school students will remain in their assigned classroom for the day (static) with teachers coming to their assigned class for instruction. The majority of related arts classes will occur in the students' assigned classroom. At the elementary schools, students will eat lunches in the classrooms. They will be escorted to the cafeteria to select their lunch and return to their classrooms to eat. At the Middle School and High School, additional spaces have been identified to host lunches so that each child will be afforded six feet of distance or 36 sq. ft. of space to the extent possible.</p>	Dr. Shattuck, Mr. Fibbi, School Leaders	Additional lunch aid staffing Reconfiguration of school spaces Armchair desks to provide seating in identified areas	N

	<p>All meals will be served to students and all self-serve stations will be eliminated.</p> <p>Meals will be packaged to the extent possible to limit additional contact with foods.</p> <p>Students will be reminded not to share food or drinks.</p> <p>At the Middle School and High School, an additional day time custodian will be added to ensure disinfecting and cleaning of surfaces between lunches.</p>	<p>All meals will be served to students and all self-serve stations will be eliminated.</p> <p>Meals will be packaged to the extent possible to limit additional contact with foods.</p> <p>Students will be reminded not to share food or drinks.</p> <p>At the Middle School and High School, an additional day time custodian will be added to ensure disinfecting and cleaning of surfaces between lunches.</p>			
<p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>Hand sanitizing stations will be installed for use in all classrooms. Effective face covering/mask wearing and care guidelines and education will be provided. Implement 3 Ws: Wash your hands, Wear a mask, Watch your distance.</p> <p>Handwashing and sanitizing stations will be made available throughout the school. Stations will be installed near all high touch areas such as vending machines and in the cafeteria. Teachers and students will be encouraged to utilize the stations regularly. Students will be trained on proper hand washing techniques as well as proper hygiene practices where appropriate.</p> <p>Share CDC - handwashing resources that include health promotion materials, information on proper handwashing technique, and tips for families to help</p>	<p>Hand sanitizing stations will be installed for use in all classrooms. Effective face covering/mask wearing and care guidelines and education will be provided. Implement 3 Ws: Wash your hands, Wear a mask, Watch your distance.</p> <p>Handwashing and sanitizing stations will be made available throughout the school. Stations will be installed near all high touch areas such as vending machines and in the cafeteria. Teachers and students will be encouraged to utilize the stations regularly. Students will be trained on proper hand washing techniques as well as proper hygiene practices where appropriate.</p> <p>Share CDC - handwashing resources that include health promotion materials, information on proper handwashing technique, and tips for families to help</p>	<p>Dr. Shattuck, Mr. Fibbi, School Leaders</p>	<p>Sanitation stations 3 Ws education material and signage</p>	<p>N</p>

	children develop good handwashing habits. Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissues) to support healthy hygiene practices.	children develop good handwashing habits. Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissues) to support healthy hygiene practices			
<b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b>	New signage will be installed to show traffic directional flow throughout schools. For example, they will include directional arrows, floor signs for social distancing and markers for restroom breaks. Additional signage will promote proper hygiene and hand washing as provided by the CDC including but not limited to cover the cough, mask guidelines, 3 Ws. Signs will be posted reminding volunteers and visitors of the limited access to the facility due to COVID-19 including visitor temperature checks and health screening prior to entry. Appropriate visitor signage. Dropoff and Pickup signage and directional traffic flow as necessary.	New signage will be installed to show traffic directional flow throughout the buildings. For example, they will include directional arrows, floor signs for social distancing and markers for restroom breaks. Additional signage will promote proper hygiene and hand washing as provided by the CDC including but not limited to cover the cough, mask guidelines, 3 Ws. Also, signs will be posted reminding volunteers and visitors of the limited access to the facility due to COVID-19 including visitor temperature checks and health screening prior to entry. Appropriate visitor signage Dropoff and Pickup signage and directional traffic flow as necessary.	Mr. Fibbi, Mr. Smith, Dr. Shattuck and School Leaders	Signage and Educational Information	N
<b>* Identifying and restricting non-essential visitors and volunteers</b>	Prohibit unnecessary visitors or volunteers during the school day. All essential visitors will follow pre-entry (drive-up) temperature check and health screening conducted by nurse prior to school entry. Face coverings, such as masks or face shields, must be worn by all non-students, both staff and visitors (including parents and guardians), while on school	Prohibit unnecessary visitors or volunteers during the school day. All essential visitors will follow pre-entry (drive-up) temperature check and health screening conducted by nurse prior to school entry. Face coverings, such as masks or face shields, must be worn by all non-students, both staff and visitors (including parents and guardians), while on school	Dr. Lippert, Dr. Shattuck, School Leaders and Nurses	N/A	N

	property, including during student drop-off and pickup.	property, including during student drop-off and pickup.			
<b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b>	<p>All recess and physical education classes will focus on fitness and wellness activities ensuring six feet of social distancing and avoiding any game play, sharing of equipment and/or team sports to ensure social distancing orders are followed.</p> <p>Swimming as part of physical education classes will not occur; students will not change for PE in an effort to limit the use of shared locker room spaces.</p> <p>Physical education classes will not share equipment.</p> <p>When utilizing the weight room for physical education, students will sign a waiver to use disinfecting wipes to disinfect equipment before and after each use.</p> <p>Please refer to the athletics and activities health and safety plans for extracurricular activities.</p> <p>Playground equipment will be closed for the year.</p>	<p>All recess and physical education classes will focus on fitness and wellness activities ensuring six feet of social distancing and avoiding any game play, sharing of equipment and/or team sports to ensure social distancing orders are followed.</p> <p>Swimming as part of physical education classes will not occur; students will not change for PE in an effort to limit the use of shared locker room spaces.</p> <p>Physical education classes will not share equipment.</p> <p>When utilizing the weight room for physical education, students will sign a waiver to use disinfecting wipes to disinfect equipment before and after each use.</p> <p>Please refer to the athletics and activities health and safety plans for extracurricular activities.</p> <p>Playground equipment will be closed for the year.</p>	Dr. Shattuck, Mr. McBain, Mr. Fibbi, Mr. Smith, School Leaders	N/A	N
<b>Limiting the sharing of materials among students</b>	<p>Minimal to no sharing of materials or equipment amongst students.</p> <p>Restrict the use of lockers and/or cubbies in all schools.</p> <p>All students should utilize their District issued laptop/electronic devices and individually assigned books, textbooks and materials.</p> <p>For special education, art, music and specific computer programming classes, when necessary to share resources,</p>	<p>Minimal to no sharing of materials or equipment amongst students.</p> <p>Restrict the use of lockers and/or cubbies in all schools.</p> <p>All students should utilize their District issued laptop and individually assigned books, textbooks and materials.</p> <p>For special education, art, music and specific computer programming classes, when necessary to share resources,</p>	School Leaders, Dr. Shattuck	Training of teachers and students; disinfectant supplies as necessary	N

	disinfecting will occur prior to use and after use.	disinfecting will occur prior to use and after use.			
<b>Staggering the use of communal spaces and hallways</b>	<p>Elementary students will have limited transitions during the day and teachers will travel when possible. Where possible, related arts will occur in the classrooms. When transitions occur, one direction in each hallway will occur.</p> <p>Middle School and High School students will have directional hallways where possible and transition times will be staggered to the maximum extent. All students are required to wear masks when transitioning. Communal spaces will not be used for any large group gatherings; large group gatherings such as assemblies will follow large group gathering guidelines and ensure six feet of social distancing.</p> <p>Pursue virtual group events, meetings and activities where applicable and appropriate. Promote social distancing of at least six feet between people for in-person events following gathering guidelines. Arrival to school will minimize student congregation to the extent possible at the Middle School and High School, prior to first period.</p>	<p>Elementary students will have limited transitions during the day and teachers will travel when possible. Where possible, related arts will occur in the classrooms. When transitions occur, one direction in each hallway will occur.</p> <p>Middle School and High School students will have directional hallways where possible and transition times will be staggered to the maximum extent. All students are required to wear masks when transitioning. Communal spaces will not be used for any large group gatherings; large group gatherings such as assemblies will follow large group gathering guidelines and ensure six feet of social distancing.</p> <p>Pursue virtual group events, meetings and activities where applicable and appropriate. Promote social distancing of at least six feet between people for in-person events following gathering guidelines. Arrival to school will minimize student congregation to the extent possible at the Middle School and High School, prior to first period.</p>	Dr. Shattuck, School Leaders	Training of teachers and students	N



<p><b>Adjusting transportation schedules and practices to create social distance between students</b></p>	<p>The District will encourage parents to drive their children to school when possible. Student driving privileges will be maximized. District provided hand sanitizers will be available on buses. Masks will be a requirement during District provided transportation and students will be encouraged to sit one to a seat or with siblings to the extent possible. Additional bus runs will be made if absolutely necessary.</p> <p>The District will promote social distancing at the bus stop. To the extent possible limit all extracurricular activities and field trips.</p> <p>All school buses will be disinfected daily between morning run and after the afternoon run. Additional replacement masks will be available; windows and roof vents will be opened when possible to allow for fresh air.</p> <p>Staggered arrival times for HS/MS students will occur in two waves.</p> <p><b>WAVE 1:</b> Parent Drop-off and student drivers arrive on campus between 7:05 a.m. and 7:20 a.m.; HS parents will drop students off at the athletic entrance and MS will drop students off at the MS main entrance (temperature screenings will occur upon entry); Student drivers will enter the school through the athletic entrance and be temperature screened; MS and HS staff volunteers will adjust their</p>	<p>The District will encourage parents to drive their children to school when possible. Student driving privileges will be maximized. District provided hand sanitizers will be available on buses. Masks will be a requirement during District provided transportation and students will be encouraged to sit one to a seat or with siblings to the extent possible. Additional bus runs will be made if absolutely necessary.</p> <p>The District will promote social distancing at the bus stop. To the extent possible limit all extracurricular activities and field trips.</p> <p>All school buses will be disinfected daily between morning run and after the afternoon run. Additional replacement masks will be available; windows and roof vents will be opened when possible to allow for fresh air.</p> <p>Staggered arrival times for HS/MS students will occur in two waves.</p> <p><b>WAVE 1:</b> Parent Drop-off and student drivers arrive on campus between 7:05 a.m. and 7:20 a.m.; HS parents will drop students off at the athletic entrance and MS will drop students off at the MS main entrance (temperature screenings will occur upon entry); Student drivers will enter the school through the athletic entrance and be temperature screened; MS and HS staff volunteers will adjust their</p>	<p>Dr. Shattuck, School Leaders, Tina Bruce</p>	<p>N/A</p>	<p>N</p>
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	<p>workday to monitor student arrival of parent drop-off and student drivers; upon arrival MS students will report to either the Cafeteria, Gym or three designated classrooms on the second floor; upon arrival HS students will report to the gymnasium; students will be released to report to first period at 7:23 a.m.</p> <p><b>WAVE 2:</b> MS and HS buses will arrive on campus between 7:20-7:35; all buses under 72 passengers will unload high school students at the gymnasium entrance for temperature screening. Larger buses will unload students at the high school main entrance where students will have their temperature screened. Students will then report to their first period class. Middle School buses will continue to unload at the main entrance where temperature screenings will occur. High School and Middle School student dismissal will occur in waves: Student Drivers (2:30), Wave 1, Wave 2, Parent pick-up (2:40); Middle School parent pick-up will be staged in the back and side of the Middle School and will drive around to front of school for pick up after buses leave; High School pick-up will be in the student parking lot and will occur after buses leave campus. Arrival will be coordinated at each elementary school to allow for bus</p>	<p>workday to monitor student arrival of parent drop-off and student drivers; upon arrival MS students will report to either the Cafeteria, Gym or three designated classrooms on the second floor; upon arrival HS students will report to the gymnasium; students will be released to report to first period at 7:23 a.m.</p> <p><b>WAVE 2:</b> MS and HS buses will arrive on campus between 7:20-7:35; all buses under 72 passengers will unload high school students at the gymnasium entrance for temperature screening. Larger buses will unload students at the high school main entrance where students will have their temperature screened. Students will then report to their first period class. Middle School buses will continue to unload at the main entrance where temperature screenings will occur. High School and Middle School student dismissal will occur in waves: Student Drivers (2:30), Wave 1, Wave 2, Parent pick-up (2:40); Middle School parent pick-up will be staged in the back and side of the Middle School and will drive around to front of school for pick up after buses leave; High School pick-up will be in the student parking lot and will occur after buses leave campus. Arrival will be coordinated at each elementary school to allow for bus</p>			
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	<p>drop-off and parent line-up for drop-off. Staggered dismissal times at elementary schools will occur bus by bus from each homeroom; additional leading time will be included 5-10 minutes 3:35 p.m.; After bus loading, dismissal of students for parent pickup will occur by grade level. Buses will be loaded from back to front and the front seats will be left vacant when possible.</p>	<p>drop-off and parent line-up for drop-off. Staggered dismissal times at elementary schools will occur bus by bus from each homeroom; additional leading time will be included 5-10 minutes 3:35 p.m.; After bus loading, dismissal of students for parent pickup will occur by grade level. Buses will be loaded from back to front and the front seats will be left vacant when possible.</p>			
<p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p>	<p>In the event the Governor and/or Allegheny County Health Department warrant reductions in occupancy requiring us to limit the number of students in our schools/classrooms, the District may modify the five-day in person model by moving toward a hybrid-model with alternating in-person instructional days. To the extent possible classroom configurations will allow for six feet of social distance or 36 sq. ft. per person; to the extent possible 25 or fewer individuals in each class. Provide additional staff (from non-teaching staff) as necessary to decrease class size at the elementary. Provide synchronous and/or asynchronous learning opportunities for students that are unable or unwilling to attend in the traditional setting, thus further</p>	<p>To the extent possible classroom configurations will allow for six feet of social distance or 36 sq. ft. per person; to the extent possible 25 or fewer individuals in each class. Provide additional staff (from non-teaching staff) as necessary to decrease class size at the elementary. Provide synchronous and/or asynchronous learning opportunities for students that are unable or unwilling to attend in the traditional setting, thus further limiting the numbers of students in attendance. In grades K-8 cohort groupings will limit exposure between groups of students. Restrict interactions between groups of students and staff to the greatest extent possible.</p>	<p>Dr. Shattuck, School Leaders</p>	<p>Additional desks Reconfiguration of school spaces Revised schedules Repurposed staff</p>	<p>N</p>

	<p>limiting the numbers of students in attendance.  In grades K-8 cohort groupings will limit exposure between groups of students.  Restrict interactions between groups of students and staff to the greatest extent possible.</p>				
<p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p>	<p>The district does not transport pre-school children to and from school. The District does pick up and drop off school-age children at local childcare centers. Those children will follow the same transportation protocols as outlined above.  The District run pre-school program will operate on an A/B schedule with pre-school students attending every other day to limit the number of students daily and a remote learning day every Friday.</p>	<p>The district does not transport pre-school children to and from school. The District does pick up and drop off school-age children at local childcare centers. Those children will follow the same transportation protocols as outlined above.  The District run pre-school program will operate on an A/B schedule with pre-school students attending every other day to limit the number of students daily and a remote learning day every Friday.</p>	<p>Dr. Shattuck, Tina Bruce</p>	<p>N/A</p>	<p>N/A</p>
<p><b>Other social distancing and safety practices</b></p>	<p>Procurement of PPE, sanitizing materials and social distancing materials to include but not limited to face masks, shields, gloves, gowns, plexiglass dividers, thermogenic cameras, floor stickers, sanitizer, wipes, additional soap, backpack sprayers, etc.  Grab and Go breakfast plans have been developed for all schools to ensure traffic flow and reduction in cross-over traffic.</p>	<p>Procurement of PPE, sanitizing materials and social distancing materials to include but not limited to face masks, shields, gloves, gowns, plexiglass dividers, thermogenic cameras, floor stickers, sanitizer, wipes, additional soap, backpack sprayers, etc.  Grab and Go breakfast plans have been developed for all schools to ensure traffic flow and reduction in cross-over traffic.</p>	<p>Mrs. Poolson, Dr. Shattuck, School Leaders, Mr. Fibbi, Mr. Smith</p>	<p>N/A</p>	<p>N/A</p>

## Monitoring Student and Staff Health

**Summary:** West Allegheny School District will be implementing and educating our school community on monitoring (health screens), quarantining and returning to school guidelines provided by the CDC and Allegheny County Health Department. Although it is not possible to eliminate the risk of COVID, our approach is to take mitigation efforts very seriously in order to lessen the likelihood of positive case exposure and to protect our staff and students. Monitoring of staff and students will be completed in two ways. The first is at home self-health checks that are required to be completed prior to coming to school. The self-health checks are not required to be reported but are necessary to be completed to support mitigation and exposure efforts. The self-health check will include a COVID symptom checklist as well as exposure questions. If a student or staff answers yes to any of the self-health check questions, they should remain home and contact the school nurse. Our second monitoring will occur upon arrival when all staff and students will have their temperature taken upon entry to the school using thermographic cameras. In the event that a temperature is detected, a more thorough symptom screen will be conducted by the school nurse. Additionally, staff and students who have been reported as having an absence due to any illness, will be screened by our school nurses upon return to school, prior to attending classes.

In addition, West Allegheny will be requiring adherence to the current recommendations from Allegheny County Health Department (ACHD) and CDC pertaining to quarantine. The CDC and ACHD recommend a 14-day self-quarantine and/or two negative tests, based on exposure and/or high-risk travel. For staff or students with suspected or confirmed COVID, a minimum of 10 days of quarantine from first symptom along with three days (72 hours) of being symptom free or two negative tests is necessary for approval to return to school. Any confirmed positive case will require a doctor's recommendation submitted to the school nurse in order to return to school. In the event contact tracing, conducted by ACHD, determines a significant number of staff must be quarantined, it may be necessary to close schools due to lack of adequate supervision and revert to our remote learning plan.

Further, we will be publishing multiple documents as well as informational videos and live virtual Zoom sessions to support staff and parents understanding of protocols, procedures and expectations related to reporting of exposure, quarantining, COVID confirmation, and safe return to school. All staff and students will be asked to complete a return to school form capturing relevant information pertaining to travel, exposure, quarantine, testing for COVID, etc. The District will continue to monitor throughout the year staff and students pertaining to travel, exposure, quarantine and testing related to COVID. We have designated a lead nurse along with the Superintendent to make determinations related to requiring quarantine and will work closely with Allegheny County on contact tracing as necessary. As we work closely with Allegheny County, parents and staff will be notified if quarantine is necessary based on exposure to a confirmed positive person and if school would need to be closed for thorough cleaning and disinfecting. Quarantine for exposure is currently recommended based on exposure of 15 minutes or more and within six feet of the positive individual. Also, all non-essential visitors will not be permitted to enter our schools and those who are essential will undergo health and temperature screens, conducted by our nursing team, prior to admittance.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>All staff and students complete daily self-health check (questions relate to COVID exposure and symptom checking including at home temperature screening) prior to coming into the school; if any question is answered yes, they should not report and notify school nurse.</p> <p>Use of interactive document (google form) for staff and parents to report COVID exposure, voluntary self-quarantine, testing results, and confirmed positive cases including quarantine periods and negative test results; this includes high risk travel information.</p> <p>School arrival temperature checks and health screening process conducted by nurses and administrators using thermographic cameras in each school for all essential staff, students and essential visitors; all health screening information and checks are stored in database. Student and staff absences related to illness will be health screened by nurse upon return to school.</p> <p>Information to parents on daily health screenings and temperature checks prior to school arrival or bus transportation including symptom checks,</p>	<p>All staff and students complete daily self-health check (questions relate to COVID exposure and symptom checking including at home temperature screening) prior to coming into the school; if any question is answered yes, they should not report and notify school nurse.</p> <p>Use of interactive document (google form) for staff and parents to report COVID exposure, voluntary self-quarantine, testing results, and confirmed positive cases including quarantine periods and negative test results; this includes high risk travel information.</p> <p>School arrival temperature checks and health screening process conducted by nurses and administrators using thermographic cameras in each school for all essential staff, students and essential visitors; all health screening information and checks are stored in database. Student and staff absences related to illness will be health screened by nurse upon return to school.</p> <p>Information to parents on daily health screenings and temperature checks prior to school arrival or bus transportation including symptom checks,</p>	<p>Dr. Lippert, Lead Nurses, Mrs. Adams, Dr. Shattuck and School Leaders</p>	<p>Self-health check screen document; Interactive Google Forms, Thermographic cameras</p>	<p>Yes</p>

	exposure guidelines and what to do if exposed and return from travel guidelines for testing and self-quarantine.	exposure guidelines and what to do if exposed and return from travel guidelines for testing and self-quarantine.			
<b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b>	<p>Follow Allegheny County Health Department and CDC guidelines for quarantine related to travel, exposure and/or positive COVID. Prior to school entry, 14 days of home quarantine or two negative tests for expected exposure (quarantine begins last day of exposure to symptomatic person); upon positive case confirmation minimum of 10 days of quarantine and 72 hours of being symptom free or two negative tests. All staff and students should report quarantine and COVID testing to school nurse.</p> <p>If staff or students exhibit symptoms while at school, immediate removal will occur and placed in isolation/quarantine rooms with appropriate face masks and face shields while nurse assess symptoms.</p>	<p>Follow Allegheny County Health Department and CDC guidelines for quarantine related to travel, exposure and/or positive COVID. Prior to school entry, 14 days of home quarantine or two negative tests for expected exposure (quarantine begins last day of exposure to symptomatic person); upon positive case confirmation minimum of 10 days of quarantine and 72 hours of being symptom free or two negative tests. All staff and students should report quarantine and COVID testing to school nurse.</p> <p>If staff or students exhibit symptoms while at school, immediate removal will occur and placed in isolation/quarantine rooms with appropriate face masks and face shields while nurse assess symptoms.</p>	Dr. Lippert, Lead Nurses, Mrs. Adams, Dr. Shattuck and School Leaders	Publishable guidelines and/or flow chart for communication to staff and families	Yes
<b>* Returning isolated or quarantined staff, students, or visitors to school</b>	<p>Follow Allegheny County Health Department and CDC guidelines for quarantine related to travel, exposure and/or positive COVID. Prior to school entry, 14 days of home quarantine or two negative tests for expected exposure (quarantine begins last day of exposure to symptomatic person); upon positive case confirmation minimum of 10 days of quarantine</p>	<p>Follow Allegheny County Health Department and CDC guidelines for quarantine related to travel, exposure and/or positive COVID. Prior to school entry, 14 days of home quarantine or two negative tests for expected exposure (quarantine begins last day of exposure to symptomatic person); upon positive case confirmation minimum of 10 days of quarantine</p>	Dr. Lippert, Lead Nurses, Mrs. Adams, Dr. Shattuck and School Leaders	Publishable guidelines and/or flow chart for communication to staff and families	Yes

	and 72 hours of being symptom free or two negative tests. All staff and students should report quarantine and COVID testing to school nurse prior to school return. Must have physician approval prior to returning to school or evidence of two negative tests.	and 72 hours of being symptom free or two negative tests. All staff and students should report quarantine and COVID testing to school nurse prior to school return. Must have physician approval prior to returning to school or evidence of two negative tests.			
<b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b>	<p>We have developed a COVID page on our website and will continue to update accordingly with relevant information as well as post chronologically prior family communications. As necessary website pop-up alerts will be used for emergent alerts.</p> <p>We will continue to use Constant Contact, at both the District and School level, as our primary communication tool to parents regarding COVID related information.</p> <p>For COVID-related emergent alerts (such as school closure), School Messenger will be utilized to send an email, text message and phone call to applicable staff and families. The District social media platforms will be used accordingly and as appropriate. Staff emails and alerts will be provided as necessary and appropriate following emergency response procedures.</p> <p>As appropriate, we will be hosting live Zoom sessions to educate staff, parents and students on back to school reopening</p>	<p>We have developed a COVID page on our website and will continue to update accordingly with relevant information as well as post chronologically prior family communications. As necessary website pop-up alerts will be used for emergent alerts.</p> <p>We will continue to use Constant Contact, at both the District and School level, as our primary communication tool to parents regarding COVID related information.</p> <p>For COVID-related emergent alerts (such as school closure), School Messenger will be utilized to send an email, text message and phone call to applicable staff and families. The District social media platforms will be used accordingly and as appropriate. Staff emails and alerts will be provided as necessary and appropriate following emergency response procedures.</p> <p>As appropriate, we will be hosting live Zoom sessions to educate staff, parents and students on back to school reopening</p>	Dr. Lippert, Karen Ruhl, School Leaders, Nurses	Scripts and Video Story Board for pre-recorded videos	No



	<p>procedures and as needed through the school year. We will also be developing pre-recorded videos on proper health and hygiene procedures, self-health checks, and return to school procedures.</p>	<p>procedures and as needed through the school year. We will also be developing pre-recorded videos on proper health and hygiene procedures, self-health checks, and return to school procedures.</p>			
<p><b>Other monitoring and screening practices</b></p>	<p>Visitors to our schools will be limited to only essential visitors; all visitors will go through temperature screen, health check questionnaire and security screen prior to entering our schools. All visitors will remain in their car and call the main office; the temperature and health screen will occur with the nurse taking visitor temperature and completing health screen in car prior to gaining entry. Parents/Guardians dropping off or picking up their child and/or materials will remain in their car and a school personnel will come to their car to pick up materials and/or walk their child to their car. Parents/guardians and other spectators will be limited based on health department guidelines on large group gathering numbers and will be required to wear masks, adhere to social distancing guidance, and participate in temperature screens upon entry and complete self-health screen prior to arriving to school (self-health check will be published on our website).</p>	<p>Visitors to our schools will be limited to only essential visitors; all visitors will go through temperature screen, health check questionnaire and security screen prior to entering our schools. All visitors will remain in their car and call the main office; the temperature and health screen will occur with the nurse taking visitor temperature and completing health screen in car prior to gaining entry. Parents/Guardians dropping off or picking up their child and/or materials will remain in their car and a school personnel will come to their car to pick up materials and/or walk their child to their car. Parents/guardians and other spectators will be limited based on health department guidelines on large group gathering numbers and will be required to wear masks, adhere to social distancing guidance, and participate in temperature screens upon entry and complete self-health screen prior to arriving to school (self-health check will be published on our website).</p>	<p>Dr. Lippert, School Leaders, Karen Ruhl, Nurses, Dave McBain</p>	<p>Published and posted visitor procedures, published and posted parent-student drop off and pickup procedures, published self-health screen; touchless thermometers</p>	<p>No</p>

## Other Considerations for Students and Staff

**Summary of Responses to Key Questions:** West Allegheny intends to offer four educational delivery models during the 2020-2021 school year to accommodate families with differing needs.

**The first model** is traditional 5-day, in-person schooling for all students in grades K-12 in accordance with all CDC and PDE requirements. In the event the Governor and/or Allegheny County Health Department warrant reductions in occupancy requiring us to limit the number of students in our schools/classrooms, the District may modify the five-day in person model by moving toward a hybrid-model with alternating in-person instructional days.

**The second model** is online synchronous remote learning model for students in grades K-8. This model will allow students to remain home and receive virtual instruction from District assigned teachers.

**The third model** is the West Allegheny Virtual Academy (WAVA), which provides asynchronous remote learning instruction for students in grades K-12. Information on WAVA can be found here: [WAVA](#)

**The fourth model** is available to 9-12 students and is a Hybrid model, which allows students to participate in both in-person courses and courses offered virtually through WAVA.

In the event Allegheny County is deemed to be in the red phase and/or PDE or the Governor mandates school closure for a significant period of time (greater than two weeks), the District will enact the enhanced remote learning plan 2.0, which reflects improvements from last year's model. Additional information regarding the three models of educational delivery available to parents and the Remote Learning Plan 2.0 can be found at the following link: [WA Reopening Plan Options](#).

Upon returning to school, social distancing and the wearing of masks/face coverings will follow health organization guidelines. Specifically, the District will comply with the mask order as per the PA Department of Health. As per the July 1, 2020 from the Pennsylvania Department of Health, face covering means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A face covering can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and, for the purposes of the order, can include a plastic face shield that covers the nose and mouth. Face coverings may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, t-shirts, sweatshirts, or towels. While procedural and surgical masks intended for health care providers and first

responders, such as N95 respirators, would meet these requirements, these specialized masks should be reserved for appropriate occupational and health care settings. Students are permitted to remove their face coverings when:

1. Eating or drinking when spaced at least six feet apart.
2. Seated at desks or assigned workspaces at least six feet apart, while working independently; or
3. Engaged in any activity at least six feet apart (e.g. face covering breaks, recess, etc.)

It is important to note that all classrooms are configured to comply with the six feet of social distance; students are **required** to wear a face mask/covering while actively engaging in instruction, defined as working/conversing with peers and/or the teacher. Students are **not required** to wear a face mask when working independently at their desks as a result of six feet of social distancing. Teachers are required to wear face shields and will wear masks anytime they are working within less than six feet of students.

Any student who cannot wear a mask or face shield due to a medical condition, including those with respiratory issues that impede breathing, a mental health condition, or disability, and students who would be unable to remove a mask without assistance are not required to wear face coverings. Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, are not required to wear a mask; however, individuals will be provided the option to use another type of face covering such as a plastic face shield as necessary. Face shields will be provided by the District as requested.

The District will continue to require staff and students to wear face coverings on school buses, in large gatherings outside of the classroom when six feet or more of social distancing is not possible (both indoors and outdoors), while transitioning between classrooms, and while entering or exiting the school.

Administrative staff, school principals and nurses will continue to be in contact with the District's most vulnerable individuals regarding their health and safety. Determinations regarding the safety of a student's or staff member's return to school, who are vulnerable to COVID due to existing medical conditions, will have accommodations provided as appropriate.

All grade K-12 students will have access to remote learning in the event that school is closed for a short or extended period of time. In the event a student has an extended illness and/or is unable return to school continuity of services will be provided.

In addition to our nurses who are District employees, the District will also employ a day-to-day substitute nurse to assist with prevention and mitigation efforts. The District will work to maintain a robust substitute pool for all District positions, which will involve training and periodic reviews of all pandemic procedures and protocols.

West Allegheny is implementing proactive measures regarding academics, information technology, and alternate schooling options. In reference to academics, modifications will be made to minimize the sharing of student materials such as computers,

manipulatives, and classroom tools in most courses. Courses such as physical education and library will have additional changes such as the elimination of swimming, the changing of clothes, and the circulation of books. Students in the Early Childhood program will attend on an A/B schedule to reduce the number of students in a classroom at one time. The District has increased the number of student devices to allow for a 1:1 distribution with technology and adopted Canvas as a learning management system. With regard to social and emotional wellness including trauma-informed practices, the District will establish an intentional focus on social and emotional skill building, mental and behavioral health, personal safety and self-regulatory capacity for all students in grades K-12. Resources for both home and school will also be made available through the school psychologists, school counselors and contracted therapists.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Protecting students and staff at higher risk for severe illness</b></p>	<p>Masks will be worn as per state mask order and social distancing guidance implemented. Classrooms are configured to allow for six feet of social distance. students are <b>required</b> to wear a face mask/covering while actively engaging in instruction, defined as working/conversing with peers and/or the teacher. Students are <b>not required</b> to wear a face mask when working independently at their desks as a result of six feet of social distancing. Masks are required to be worn during transitions and when using District provided transportation and anytime six feet of social distancing cannot be observed. Employees who may be at risk are encouraged to discuss their leave options with Human Resources. Signage notices will be displayed explaining visitor protocol; visitors will go through temperature checks and health screenings prior to entering; District will employ an additional nurse as a substitute for protection and safety.</p>	<p>Masks will be worn as per state mask order and social distancing guidance implemented. Classrooms are configured to allow for six feet of social distance. students are <b>required</b> to wear a face mask/covering while actively engaging in instruction, defined as working/conversing with peers and/or the teacher. Students are <b>not required</b> to wear a face mask when working independently at their desks as a result of six feet of social distancing. Masks are required to be worn during transitions and when using District provided transportation and anytime six feet of social distancing cannot be observed. Employees who may be at risk are encouraged to discuss their leave options with Human Resources. Signage notices will be displayed explaining visitor protocol; visitors will go through temperature checks and health screenings prior to entering; District will employ an additional nurse as a substitute for protection and safety.</p>	<p>Mrs. Adams, School Leaders, Nurses</p>	<p>Masks/face shields Signage Health screening checklist Educational videos</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Use of face coverings (masks or face shields) by all staff</b></p>	<p>Masks will be worn as per state mask order and social distancing guidance implemented. Classrooms are configured to allow for six feet of social distance. students are <b>required</b> to wear a face mask/covering while actively engaging in instruction, defined as working/conversing with peers and/or the teacher. Students are <b>not required</b> to wear a face mask when working independently at their desks as a result of six feet of social distancing. Masks are required to be worn during transitions and when using District provided transportation and anytime six feet of social distancing cannot be observed. Teachers are required to wear face shields and will wear masks anytime they are working within less than six feet of students. In some situations, face shields and dividers will be utilized for unique situations. Staff will be encouraged to wear face shields while actively instructing. When working with students, closer than six feet, masks and face shields are required. Bus drivers and all staff will wear masks and/or face shields as appropriate to comply with mask order.</p>	<p>Masks will be worn as per state mask order and social distancing guidance implemented. Classrooms are configured to allow for six feet of social distance. students are <b>required</b> to wear a face mask/covering while actively engaging in instruction, defined as working/conversing with peers and/or the teacher. Students are <b>not required</b> to wear a face mask when working independently at their desks as a result of six feet of social distancing. Masks are required to be worn during transitions and when using District provided transportation and anytime six feet of social distancing cannot be observed. Teachers are required to wear face shields and will wear masks anytime they are working within less than six feet of students. In some situations, face shields and dividers will be utilized for unique situations. Staff will be encouraged to wear face shields while actively instructing. When working with students, closer than six feet, masks and face shields are required. Bus drivers and all staff will wear masks and/or face shields as appropriate to comply with mask order.</p>	<p>Mrs. Adams, School Leaders, Nurses</p>	<p>Masks/face shields Plexiglass dividers</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p>	<p>Masks will be worn as per state mask order and social distancing guidance implemented. Classrooms are configured to allow for six feet of social distance. students are <b>required</b> to wear a face mask/covering while actively engaging in instruction, defined as working/conversing with peers and/or the teacher. Students are <b>not required</b> to wear a face mask when working independently at their desks as a result of six feet of social distancing. Masks are required to be worn during transitions and when using District provided transportation and anytime six feet of social distancing cannot be observed. In some situations, face shields and dividers will be utilized for unique situations.</p>	<p>Masks will be worn as per state mask order and social distancing guidance implemented. Classrooms are configured to allow for six feet of social distance. students are <b>required</b> to wear a face mask/covering while actively engaging in instruction, defined as working/conversing with peers and/or the teacher. Students are <b>not required</b> to wear a face mask when working independently at their desks as a result of six feet of social distancing. Masks are required to be worn during transitions and when using District provided transportation and anytime six feet of social distancing cannot be observed. In some situations, face shields and dividers will be utilized for unique situations.</p>	<p>Mrs. Adams, School Leaders, Nurses</p>	<p>Masks/face shields Plexiglass dividers</p>	<p>N</p>
<p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p>	<p>Students with IEP and 504 agreements or who have unique or complex needs and who are unable to wear masks will be monitored accordingly. Other accommodations such as plexiglass dividers and/or face shields will be used.</p>	<p>Students with IEP and 504 agreements or who have unique or complex needs and who are unable to wear masks will be monitored accordingly. Other accommodations such as plexiglass dividers and/or face shields will be used.</p>	<p>Mrs. Adams, School Leaders, Nurses</p>	<p>Mask Face shields Dividers/partitions</p>	<p>IEP/504 team reviews</p>

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)
<b>Strategic deployment of staff</b>	<p>The District will work to redefine roles and responsibilities to meet the needs defined in this plan such as the addition of a substitute nurse and additional behavior crisis therapists.</p> <p>Some District staff will be assigned to manage and educate students in the modified remote learning models (online synchronous and WAVA). Staff assignment to remote models may be determined by medical risk and ADA accommodations.</p> <p>School nurses will provide daily monitoring of staff and students prior to entry into the schools.</p> <p>Nurses will also provide educational pre-recorded videos on proper hygiene and safety precautions.</p>	<p>The District will work to redefine roles and responsibilities to meet the needs defined in this plan such as the addition of a substitute nurse and additional behavior crisis therapists.</p> <p>Some District staff will be assigned to manage and educate students in the modified remote learning models (online synchronous and WAVA). Staff assignment to remote models may be determined by medical risk and ADA accommodations.</p> <p>School nurses will provide daily monitoring of staff and students prior to entry into the schools.</p> <p>Nurses will also provide educational pre-recorded videos on proper hygiene and safety precautions.</p>	<p>Mrs. Adams, Nurses, School Leaders, Dr. Lippert</p>	<p>Health protocols Health screening checklist Modified Remote Learning Models (synchronous and asynchronous)</p>	<p>N</p>



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)
<b>District Requirements: Academic Considerations</b>	Physical Education- Students will not change clothes for physical education classes. In addition, District pools will be closed and swimming will not occur. Library- Students will not circulate library books. Classroom Manipulatives- Students will not share classroom manipulatives or tools within or across most classrooms. If sharing is necessary, disinfecting protocols will be followed. Preschool Programming- preschoolers attending the early childhood programming will attend on an alternate A/B day schedule to reduce the number of students in the school at a time and will have remote learning on Fridays.	Physical Education- Students will not change clothes for physical education classes. In addition, District pools will be closed, and swimming will not occur. Library- Students will not circulate library books. Classroom Manipulatives- Students will not share classroom manipulatives or tools within or across most classrooms. If sharing is necessary, disinfecting protocols will be followed. Preschool Programming- preschoolers attending the early childhood programming will attend on an alternate A/B day schedule to reduce the number of students in the school at a time and will have remote learning on Fridays.	Dr. Nelson, School Leaders	Parent Communications  Access to online books for students Access to online manipulatives and/or manipulatives/tools per student. Alternate Early Childhood Schedules	N

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)
<b>District Requirements: Alternative Schooling Options</b>	<p>Synchronous Online Learning- Families in grades K-8 who choose not to allow their children to return to school have the option to participate in a modified remote synchronous learning program. Information on the synchronous online learning plan can be found here: <a href="#">WA Reopening Plan Options</a></p> <p>West Allegheny Virtual Academy (WAVA) - Families in grades K-12 who choose not to allow their children to return to school have the option to enroll in the District's online school WAVA, providing asynchronous learning. Information on WAVA can be found here: <a href="http://www.westasd.org/westalleghenyvirtualacademy_home.aspx">http://www.westasd.org/westalleghenyvirtualacademy_home.aspx</a></p>	<p>Synchronous Online Learning- Families in grades K-8 who choose not to allow their children to return to school have the option to participate in a modified remote synchronous learning program. Information on the synchronous online learning plan can be found here: <a href="#">WA Reopening Plan Options</a></p> <p>West Allegheny Virtual Academy (WAVA) - Families in grades K-12 who choose not to allow their children to return to school have the option to enroll in the District's online school WAVA, providing asynchronous learning. Information on WAVA can be found here: <a href="http://www.westasd.org/westalleghenyvirtualacademy_home.aspx">http://www.westasd.org/westalleghenyvirtualacademy_home.aspx</a></p>	<p>Dr. Nelson, School Leaders</p>	<p>Modified Remote Learning Plan Student 1:1 devices</p>	

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)
<b>District Requirements: Information and Instructional Technology Considerations</b>	<p>Every student will be assigned a device, so that no students will share devices. Students in grades 3-12 will take devices home. Students in grades K-2 will return devices to a designated storage area at the end of each day. In the event of an extended closure, families of students in grades K-2 will schedule a time to pick up their student's assigned device. Devices that are taken home each day will be covered by an insurance policy to cover the cost of repair in the event of damage/loss/theft. Devices will be protected by web-based content filtering both on and off school property.</p> <p>Learning Management System – All students in grades K-12 will have access to instructional and curricular content in Canvas, our District's Learning Management System.</p>	<p>Every student will be assigned a device, so that no students will share devices. Students in grades 3-12 will take devices home. Students in grades K-2 will return devices to a designated storage area at the end of each day. In the event of an extended closure, families of students in grades K-2 will schedule a time to pick up their student's assigned device. Devices that are taken home each day will be covered by an insurance policy to cover the cost of repair in the event of damage/loss/theft. Devices will be protected by web-based content filtering both on and off school property.</p> <p>Learning Management System – All students in grades K-12 will have access to instructional and curricular content in Canvas, our District's Learning Management System.</p>	<p>Dr. Nelson Mr. Costa</p>	<p>Student mobile devices Device insurance coverage Applications to support learning, including Learning Management System</p>	<p>N  N  Y – District will provide training and user guides on use of LMS</p>

## Health and Safety Plan Professional Development

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
<b>Cleaning Procedures</b>	Custodians	Mr. Fibbi, Director of Operations	Face-to-Face	Cleaning Products	3/01/2020	On-going
<b>Thermogenic Cameras</b>	Custodians/ Principals/ Nurses	Mr. Fibbi, Director of Operations	Face-to-Face	Thermogenic Cameras	7/06/2020	08/25/2020
<b>Staff education on health and safety measures for school re-opening: Preliminary plans and protocols</b>	Lead Teachers	Dr. Lippert, Superintendent Dr. Nelson, Assistant to the Superintendent	Zoom	Zoom Access Computers	7/07/2020	07/07/2020
<b>Health and Safety Re-opening Presentation to the Board</b>	Board Members	Dr. Lippert, Superintendent	Face-to-Face	Health and Safety Re-Opening Plan	07/15/2020	07/22/2020
<b>Staff education on health and safety measures for school re-opening plan</b>	All Staff	Dr. Lippert, Superintendent	Zoom	Zoom Access, Computers, Health & Safety Plan	7/16/2020	07/16/2020
<b>Staff education on health and safety measures for school re-opening: School-based Implications of the Approved Re-Opening Plan</b>	All Staff	Principals	Zoom	Zoom Access, Computers, Health & Safety Plan	7/16/2020	7/20/2020
<b>Convening of K-12 related arts teachers to adjust curricular programming</b>	K-12 Related Arts	Dr. Lippert Dr. Nelson Principals	Zoom	Zoom Access, Computers, Health & Safety Plan	7/20/2020	7/24/2020
<b>Ongoing Health and Safety Training on procedures for self-health screens, exposure and quarantine procedures, mask/face covering guidelines, etc.</b>	All Staff	Dr. Lippert, Dr. Nelson, Mrs. Adams, Nurses	Zoom	Pre-recorded videos and informational packets	8/1/2020	8/18/2020
<b>Curriculum and Academic Meetings</b>	Teachers	Dr. Nelson	Zoom	Zoom Access, Curricular materials	8/1/2020	8/18/2020
<b>Reopening Logistics</b>	All Staff	Principals	Face-to-Face	Signage	08/18/2020	08/25/2020
<b>Staff education on health and safety measures for school re-opening</b>	All Staff	Principals/ Nurses	Face-to-Face	Health and Safety Plan	08/18/2020	On-going

## Health and Safety Plan Communications

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
<b>Visitor Protocols</b>	All visitors	Mrs. Ruhl	Information Posters for Entrances	7/15	Ongoing
<b>Reopening Plan</b>	District Families	Dr. Lippert Mrs. Ruhl	Constant Contact Email; District Website	7/17	7/17
<b>Reopening Plan – School Level Specific</b>	District Families	Dr. Lippert Mrs. Ruhl School Leaders	School/Grade Specific Zoom Calls	7/23-7/28	7/28
<b>Fall Commitments for Student Enrollment Options</b>	District Families	Dr. Lippert Dr. Nelson Mrs. Ruhl	Parent Survey	7/24-7/27	7/27
<b>Fall Commitments for Student Enrollment Options – Follow-up</b>	District Families	Dr. Lippert Mrs. Ruhl School Leaders	Principal calls to parents/guardians of those not responding to survey	7/29-7/31	7/31
<b>School Day Protocols</b>	District Families and Students	Dr. Lippert Mrs. Ruhl School Leaders Nurses	Informational Constant Contact; Virtual Tour of a Typical Day: Masks, Hand Washing/Hand Sanitizer, Transportation, Arrival, Temp. Check, Classroom Layout, Hallway Patterns/Signage, Specials, Lunch, Nurses, Visitors, Volunteers, Lockers/Cubbies	8/3 & 8/10	ongoing
<b>Health and Safety Protocols</b>	District Families and Students	Mrs. Ruhl, Mrs. Adams, Nurses, School Leaders	Pre-recorded short informational videos produced by nurses and school leaders on proper hygiene and safety measures such as proper face coverings and wear, 3 W's, hand washing; self-health check	8/3 & 8/10	Ongoing
<b>School Safety Reminders</b>	District Families	Mrs. Ruhl School Leaders	Administrator Reopening Video	8/17	8/17
<b>Safety Protocol Updates</b>	Families/Staff	Dr. Lippert Mrs. Ruhl	Constant Contact	As needed	Ongoing

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **West Allegheny School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **July 22, 2020**

The plan was approved by a vote of:

\_\_\_\_\_ **Yes**

\_\_\_\_\_ **No**

Affirmed on: July 22, 2020

By:

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Robert Ostrander

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\*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.