

LMSD HEALTH AND SAFETY PLAN

Developed in accordance with the template provided by the Pennsylvania Department of Education as well as guidance from the Pennsylvania Department of Health and other sources

August 5, 2020



Phased School Reopening Health and Safety Plan Template

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.

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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: Lower Merion 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

Key Questions

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

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

Lower Merion School District will implement this Health and Safety Plan in ALL phases of opening when students and staff are physically present. The degree to which some aspects such as social distancing can be implemented is dependent upon the number of students physically present within a school at a given time rather than the specific phase. Lower Merion School District will begin the 2020-21 School Year with remote learning. In-person instruction may be provided within District schools for a small number of students with highly specialized needs. The District will implement this plan until at least October 5th and the plan will be revisited at that time. The District has developed plans for various types of opening to allow for flexibility and smooth transitions as health circumstances warrant.

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning)

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): 9/8/2020

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** 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)
Terry Quinlan	Lead Supervisor of School Health and Student Safety	Both
Adil Nure	Lead Supervisor of Clinical Services and Gifted Education	Both
Megan Shafer	Assistant to the Superintendent for District Administration	Both
Kimberly Fraser	Director of Student Services and Special Education	Both
Dennis Witt	Supervisor of Safety, Security and Custodians	Both
Sean Hughes	Principal, Lower Merion High School	Both
Dan Martino	Principal, Cynwyd Elementary School	Both
Kristi Fruit	Assistant Principal, Welsh Valley MS	Both

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19?](#)
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions: Lower Merion School District had robust cleaning and sanitization procedures in place prior to the COVID-19 pandemic. These procedures are implemented throughout the district and will continue to be implemented with the addition of enhanced COVID-19 cleaning protocols. The Supervisor of Safety, Security and Custodians; the Lead Supervisor of School Health and Student Safety; and the Supervisor of Transportation collaborate regularly to ensure that cleaning protocols address the variety of potential threats posed by communicable illness, including COVID-19. The efficacy and safety of products are jointly reviewed and are EPA approved. The District routinely uses 3M#5 for cleaning, however other products are utilized as needed including vital oxide via electrostatic sprayers and Byoglobe. When there is a report of a communicable illness, a plan of action is put into place and the appropriate cleaning is implemented.

When the pandemic started, LMSD aggressively pursued scarce cleaning supplies including 3M#5, hand sanitizer, soap, vital oxide, dispensers as well as equipment needed to ensure that widespread cleaning could be completed in a short period of time. The District has been successful in procuring a sufficient amount of supplies needed for the school year assuming appropriate use. Similarly, the Facilities Department has well-defined procedures for maintenance of filters in our HVAC systems with a focus on both preventative and routine maintenance. In response to the pandemic, LMSD will increase the levels of ventilation and filtration in its existing HVAC equipment subject to capacity limits on the existing systems, including the installation of MERV 13 filters. It will be challenging to maximize the optimal levels

of ventilation with full return of students and will be more feasible with a decreased number of students. The District is exploring the purchase of bipolar ionization technology to enhance air-quality in the schools. The District purchased self-contained high efficiency particulate air (HEPA) filtration systems to create a negative pressure environment for the nursing offices in all ten schools. Testing of air-quality is conducted routinely and also upon need. Remediation of any air-quality issue is completed as quickly as possible. LMSD does not rely on the opening of windows to ensure air quality and exchange. Instead, the District accomplishes this through the HVAC system. LMSD does not recommend the routine opening of windows for air exchange as it allows for intake of unfiltered air exposing staff and students with asthma and allergies to allergens and other particulates that would not otherwise be present and interferes with temperature and humidity control.

To supplement the regular custodial staff, the Board has approved an additional 16.5 Disinfectant Technicians specifically for the purpose of cleaning high touch surfaces frequently throughout the day in every school. After school and overnight custodial staff will provide daily thorough cleanings of school buildings. In confirmed or probable cases as identified by the Lead Supervisor of School Health and Student Safety under the direction of the Pennsylvania Department of Health (PA-DOH), the custodial staff will provide additional targeted sanitization. The area will be closed, ventilated and cleaned when safe to do so. Custodial staff will be provided with PPE for use when cleaning areas with confirmed cases as needed. Custodial staff are provided with ongoing staff development through the District and this is completed in conjunction with our Health Services Department. The Health Services Department will participate in the training of custodians around COVID-19 throughout the school year. Trainings will be measured by completion of Safe Schools Modules and verbalization of understanding to the Supervisor of Safety, Security and Custodians and/or the Lead Supervisor of School Health and Student Safety.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings:</i></p> <p>Enhanced cleaning and sanitizing protocols. 16.5 additional Disinfection Technicians will supplement our regular custodial staff to clean high touch surfaces in schools throughout the day.</p> <p>Custodial staff will provide thorough cleanings of buildings during hours when schools are not in session.</p> <p>Electrostatic sprayers, Byoglobe and vital oxide are used in addition to use of 3M # 5 agent.</p> <p>Each staff member is provided with a bottle of 3m#5 and a microfiber cloth to wipe down surfaces, manipulatives, classroom materials, etc. in classrooms.</p> <p>Specific areas will be provided additional and targeted cleaning (ex. Nursing office, special education classrooms).</p> <p>The District will increase the levels of ventilation and filtration in its existing HVAC equipment subject to capacity limits (includes installation of MERV 13 filters).</p> <p>The District purchased self-contained high efficiency particulate air (HEPA) filtration systems to create a negative pressure environment for the nursing offices in all ten schools and other high-risk areas.</p>	<p>Same as Yellow phase</p>	<p>Dennis Witt: Supervisor Safety, Security and Custodians</p>	<p>Supplemental Disinfection Technicians to support custodial staff.</p> <p>Purchase of large volume of cleaning supplies to include electrostatic sprayers, vital oxide, 3M #5, microfiber cloths.</p> <p>Purchase of 15 negative pressure filtration/air exchange units for nursing offices and other high-risk areas.</p> <p>Support from Montgomery County Office of Public Health to guide custodial staff in event of outbreaks.</p>	<p>Y</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>When positive cases of COVID-19 are identified by the Lead Supervisor of School Health and Student Safety under the direction of the DOH, schools will be sanitized before the return of students and staff.</p> <p>Buses will be sanitized at least twice daily.</p> <p>Drivers will be provided with 3M #5 solution and microfiber cloth which can be used as needed electrostatic sprayers or Byoglobe with vital oxide solution will be used as need arises (increase in cases, reports of positive COVID-19 tests, etc.)</p> <p>Unnecessary and /or porous furniture will be removed to facilitate cleaning.</p> <p>When a positive COVID-19 case is identified by the Lead Supervisor of School Health and Student Safety under the direction of the DOH, the custodial staff will clean the area as soon as safely possible. Custodial staff will be provided with PPE when necessary to clean Covid- 19 positive areas. These areas will be ventilated to the outside first when possible to reduce contamination.</p>	Same as Yellow phase			
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Students will not be present when disinfectants are being used and students will not participate in disinfecting activities.</p>	Same as Yellow phase	Dennis Witt: Supervisor Safety, Security and Custodians	No additional materials, resources, and or supports needed at this time.	N

Social Distancing and Other Safety Protocols

Key Questions

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

Summary of Responses to Key Questions: Lower Merion School District will implement social distancing in ALL phases of opening. The degree to which social distancing can be implemented is dependent upon the number of students physically present within a school at a given time rather than the specific phase. When 50% or less of students are physically present at school, a minimum of 6 feet can be provided in the school setting. When there is full attendance, 6 feet of distance cannot be maintained in many areas of the school setting. The district will follow the Montgomery County Guidance for Reopening Pre-k-12 schools provided on 7/15/20. Additionally, the District will follow the PA-DOH and PDE guidance provided on 7/16/20. Modifications may be made when new or revised guidance is provided in the future. Per the Governor's mandate, face coverings can be taken off to eat if 6 feet of distance is implemented; however, this is not possible within a full opening but can be managed with within a hybrid opening.

Classroom spaces will be organized to facilitate the maximum amount of space between students and between students and staff. In all cases this means removal of unnecessary furniture. Collaborative type furniture such as kidney shaped tables will be replaced by individual desks when possible. Outdoor space will be utilized weather permitting. The District must also take into consideration the needs of students with asthma and allergies and the challenges that outdoor learning may pose for these students. The District may use outdoor tents at designated schools where physical space allows to maximize outdoor space. The Montgomery County Office of Public Health Guidelines call for assigned seating for students in classes and during meals. While this may be possible when 50% or less of students are physically present, this will not be possible when there is full attendance. At the elementary level, classes will be arranged to keep groups of students as static as possible. This arrangement of classes may also be possible to a moderate extent at the middle school level but presents many challenges at the high school level. The extent to which transitions can be limited at the high school level must be balanced with the reality that it will reduce instructional opportunities.

Building Administrators are working with their level-colleagues to develop plans to stagger arrivals and dismissals. Parents/guardians will be encouraged to drive their children to school or allow them to walk when walking may be done safely. The District plans will utilize additional van and car transport for students already using these services so that social distance can be maximized.

Procedures will be developed to limit groups of students and staff from congregating at the start and end of the school day, during class changes, and during drills (lock-down, fire drills etc.) through each building level Health and Safety Team. The Building Administrators are working with members of the Facilities Department to explore large group spaces such as auditoriums and gyms to determine what modifications will be needed to accommodate students for meals and /or classes.

Students and staff will participate in education about disease prevention including the prevention of COVID-19. Elementary age students will participate in guided handwashing before meals and snacks and at other times as deemed necessary by teachers and nurses. Hand-washing, rather than hand-sanitizers, will be prioritized at the elementary level; however, there will be additional hand-sanitizing stations placed in strategic, supervised places around the elementary schools to

supplement the ones already in place. At the secondary level, students will be frequently reminded to wash their hands and additional hand-sanitizer stations will supplement the ones already in place. Due to supply chain issues, the District was unable to obtain portable hand-washing stations that could be delivered before the end of the fall semester; however, stations have been ordered and will be placed when available. In all phases of opening, the District will restrict visitors to all schools including parents, guardians, and third-party vendors. The District will not permit outside groups (community groups) to use District facilities while this Health and Safety Plan is in effect. Meetings will take place virtually to reduce the spread of communicable disease and allow for efficient contact tracing when needed. Exceptions will be made for visitors as required by law, for repair personnel, emergency personnel or others as deemed necessary by the Superintendent or designee. Communication of these measures to the school community will take place prior to the start of the school year to facilitate understanding and cooperation. Training will be provided to staff through web-based programs including Safe Schools and by internal virtual and in-person professional development. Students will receive training on social distancing, hygiene, and other health and safety topics throughout the school year. This information will also be provided to community members. District administrators will review and approve training materials and programs by August 24, 2020.

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>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Removing unnecessary items from the room, repositioning desks to maintain maximum social distance, utilizing additional areas such as auditorium and cafeteria for classroom space, and using outdoors space and tents for class instruction.</p> <p>The degree to which social distancing can be implemented is dependent upon the number of students physically present within a school at a given time rather than the specific phase. When 50% or less of students are physically present at school, a minimum of 6 feet can be provided in the school setting. When there is full attendance, 6 feet of distance cannot be maintained in many areas of the school setting. This hybrid model will allow for the recommended 6 feet of distance between students.</p> <p>Assigned seating for students in accordance with the Montgomery County Office of Public Health for classes and meals.</p>	<p>Same as Yellow phase</p>	<p>Jim Lill, Director of Operations</p>	<p>Additional furniture, partitions, and tent purchase or rentals. Outdoor space will be utilized weather permitting.</p> <p>Seating in auditoriums and other areas will be adapted for meals with purchase of tray tables etc.</p>	<p>Y</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>In all opening scenarios, 6 feet of distance during meals will be ensured so students may remove masks during lunch. We will use a variety of spaces (auditorium, large classrooms, tents, outdoors, etc.) to allow students to remove face coverings at these times.</p> <p>Assigned seating for students in accordance with the Montgomery County Office of Public Health for classes and meals.</p>	<p>Same as Yellow phase</p>	<p>Jim Lill, Director of Operations and Building Principals</p>	<p>Additional staff to monitor students who are eating in places other than cafeteria. Purchase of tray tables, waste containers, and custodial resources.</p>	<p>Y</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>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>At the elementary schools, there will be guided mandatory hand washing/hand sanitizing upon arrival to school, before meals and snacks, and additionally throughout the day as time permits. All schools will have additional hand sanitizer stations and/or portable hand washing stations. Portable hand washing stations are not yet available from suppliers. At the secondary level, hand washing will be encouraged and ample hand sanitizer stations will be available.</p> <p>Staff will complete a COVID education program and they will be instructed to engage in regular hand washing and hand sanitizer use.</p> <p>There will be signage posted throughout all schools reminding students and staff of the importance of good hygiene and how to prevent the spread of COVID.</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan, Lead Supervisor of School Health and Student Safety</p>	<p>Additional hand sanitizer and hand sanitizer stations, portable hand washing stations, soap, paper towels, paper/lamination for signage.</p>	<p>Y</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Signage that is age and developmentally appropriate will be posted in all school buildings. School buses will also have signage about masks and hygiene. Signage will be posted in all prominent areas throughout the schools and on buses. Materials will be printed in staff rooms and other locations visible to staff members.</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan, Lead Supervisor of School Health and Student Safety</p>	<p>Materials for signage.</p>	<p>N</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Access to all buildings will be limited to staff and students assigned to that building. Access by visitors and volunteers, including parents/guardians, will be restricted. The district will not permit outside groups (community groups) to use buildings while this plan is in effect. Exceptions for necessary delivery and repairs, and others as deemed necessary by the Superintendent or designee.</p>	<p>Same as Yellow phase</p>	<p>Megan Shafer, Assistant to the Superintendent for District Administration</p>	<p>IT resources for virtual communications/meetings, signage noting restrictions to visitors, communication to all stakeholders.</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>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Allow playground use while wearing masks with enhanced cleanings after each use.</p> <p>Cohort students when using playground and limit number of students on playground at the same time.</p> <p>Walking/jogging, dancing, and non-contact activities that can maintain social distancing would be encourage (yoga, stretching, etc.). All athletic activities subject to PIAA and Governors' guidelines</p>	Same as Yellow phase.	Tom Ferguson and Jason Stroup, Athletic Directors; Building Principals	<p>Cleaning materials, and materials for non-contact exercise (mats).</p> <p>Infrared thermometers for athletic departments.</p>	Y
<p>Limiting the sharing of materials among students</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Avoid sharing electronics, books, manipulatives, and other materials that cannot be regularly cleaned.</p>	Same as Yellow phase.	Dr. Jennifer Gaudioso, Director of Elementary Education; George Frazier: Director of Information Systems	Purchase of 1:1 devices, additional manipulatives and materials, cleaning supplies, and custodial support.	Y
<p>Staggering the use of communal spaces and hallways</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Widen hallways when possible by removing lockers, changes to transition times, keeping students as static as possible, staggering arrival and dismissal, and collaborative scheduling of classes.</p>	Same as Yellow phase	Jim Lill, Director of Operations Building Principals	Custodial support, rented storage space for lockers and other materials, additional staff required before and after school to monitor students who arrive early and depart late.	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)
Adjusting transportation schedules and practices to create social distance between students	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Encourage parents/guardians to drive and walk children to school when possible.</p> <p>Drivers and passengers must wear face coverings on bus</p> <p>Students will be seated in a way that maximizes social distance as much as possible.</p> <p>Students will be seated from back to front when possible</p> <p>Front row of bus will be left vacant when possible to allow distance between driver and students. If a barrier between students and driver is approved by the Department of Transportation, it will be installed and front row may be used.</p>	Same as Yellow phase	Uldis Vilcins, Supervisor of Transportation	Additional crossing guards and providing masks for students if they do not have a mask.	N
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>The degree to which social distancing can be implemented is dependent upon the number of students physically present within a school at a given time.</p> <p>Removing unnecessary items from the room, repositioning desks to maintain maximum social distance, utilizing additional areas such as auditorium and cafeteria for classroom space, and using outdoors space and tents for class instruction.</p> <p>Furniture will be rearranged to maximize social distancing. Students will stay with their groups as much as possible</p>	Same as Yellow phase	Dr. Jennifer Gaudioso, Director of Elementary Education	Purchase of individual desks, custodial support to move and rearrange furniture, storage lockers for furniture that cannot be used.	Y

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)
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Exploring opportunities for childcare options on days when school is not in sessions with Right at School (RAS) and community partners and agencies.</p> <p>Exploring opportunities for support before, during, and after the school day with RAS and community partners and agencies.</p>	Same as Yellow phase.	Megan Shafer, Assistant to the Superintendent for District Administration	Additional space for childcare support. Additional cleaning, material, and custodial support.	N
Other social distancing and safety practices	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Assignment of staff before and after school to monitor students who arrive early and depart late</p>	Same as Yellow phase	Dr. Jennifer Gaudioso, Director of Elementary Education	Assignment of staff.	N

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

In accordance with the Pennsylvania Department of Health (PA-DOH) and the Montgomery County Office of Public Health (OPH) guidelines, parents/guardians of students will be asked to screen their children at home for symptoms of COVID-19. Children that have a temperature of 100.4 or above, feel ill, or have symptoms of illness/are not feeling well should not come to school. Staff will also be asked to complete screening at home, follow the criteria for exclusion from school, and complete testing for COVID-19 following the same requirements outlined for students.

The OPH requirements for COVID-19 testing include any of or the following: cough, shortness of breath or difficulty breathing OR two of the following: fever, chills, fatigue, myalgia, headache, sore throat, congestion, nausea, vomiting, diarrhea or new loss of taste or smell. In addition to the screening by parents/guardians, the School Nurse will identify and take the temperatures at school of students deemed high risk or medically fragile. The School Nurse will also take the temperatures of staff working closely with students who cannot socially distance and/or wear a face covering and are deemed high risk or medically fragile at school. Children or staff with criteria for COVID-19 testing as established by the PA-DOH and the OPH may not come to school until testing is done and cleared in accordance with OPH guidelines.

The OPH has provided Exclusion from School Requirements. The LMSD will implement these requirements. The OPH requirements for testing for COVID-19 and for exclusion/return to school will be communicated to parents/guardians. The same requirements will be implemented with staff. Students or staff who have traveled to a country or state with a high incidence of COVID-19 as listed by the OPH may be excluded from school until the requirements for return to school as determined by the OPH are satisfied. Students or staff who have had close contact (within 6 feet for more than 15 minutes) with a person with a positive COVID-19 test (including household members) or who have had a positive test themselves will be excluded from school until the requirements of the OPH are met. Parents/guardians or staff with questions about exclusion, screening protocols, or COVID-19 testing requirements will be directed to contact the School Nurse or the OPH. Students who are excluded from school will have opportunity to access their education and educational materials.

The School Nurse will take temperatures and provide nursing assessments of students or staff who are not feeling well at school. When deemed necessary by the School Nurse and/or in compliance with OPH guidelines, students or staff will be sent home and/or referred for further health assessment or COVID-19 testing. Students with symptoms suggestive of COVID-19 will be isolated in a separate area designated for this purpose until picked up by a parent/guardian.

Two nurses will be assigned to each school to the extent possible. A separate area will be established for the isolation of students with COVID-19 symptoms until

they are picked up by a parent/guardian. Each nursing office will have enhanced cleaning by custodial staff and by nurses. When the School Nurse receives a report of positive or probable COVID-19 test of a student or staff member, they will contact the OPH. School Nurses, together with the Lead Supervisor of School Health and Student Safety and the OPH, will monitor illness trends including COVID-19. Changes to procedures will be implemented as necessary and communicated to parents/guardians and staff.

The Health Services Office will work closely with the Director of Communications to communicate health and safety matters regularly and at times where it is important to communicate information quickly. LMSD follows the guidance of the PA-DOH and the OPH in matters of reportable communicable disease. If a case (confirmed or suspected) of COVID-19 is reported to us by a parent/guardian, the Health Services Department would promptly call the OPH who can confirm the positive case or provide information that lab testing was negative and provide guidance as on notification to parents/guardians and staff as well as exclusion and/or quarantine information. Decisions regarding closures of a specific school or schools are made at the guidance of or in collaboration with the OPH and with the Superintendent of Schools. Any decision regarding closure(s) will be communicated to parents/guardians and staff through our School Messenger system (phone/email), via Website notification and other forums as needed. Changes in safety protocols and updates about matters regarding health and safety will be communicated regularly to parents/guardians.

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>* Monitoring students and staff for symptoms and history of exposure</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Parents/guardians will be asked to take the temperatures of their children and complete a screening tool developed by the PA Department of Health (PA-DOH) and the Montgomery County Office of Public Health (OPH) at home daily before arrival to school. We will communicate to parents/guardians to keep students home as indicated by the screening tool. Students who are not feeling well or have symptoms of illness even without fever should not come to school. Students who have travelled to a state or country with a high incidence of COVID-19 as identified by the OPH may not be permitted to attend school until the OPH required period of exclusion is complete.</p> <p>Students who have close contact with or have had a positive COVID-19 test must meet the requirements as detailed by the OPH to return to school.</p> <p>The PA-DOH and OPH have provided a screening tool for COVID-19 assessment, testing and exclusion which will be shared with parents/guardians. If a student has any one of the following symptoms, testing for COVID-19 is required: cough, shortness of breath or difficulty breathing. If a student has any two of the following symptoms testing for Covid- 19 is required: fever (or being treated with Ibuprofen (Advil) or acetaminophen (Tylenol), chills, fatigue, myalgia, headache, sore throat, congestion, nausea, vomiting, diarrhea or new loss of taste or smell. Parents/guardians will be directed to call the school nurse or the OPH with questions.</p> <p>Staff will follow the same requirements listed above for students.</p> <p>The school nurse will take temperatures and provide nursing assessment of students who are not feeling well at school. The school nurse may also take temperatures at school of medically fragile or other high-risk students and the staff who work closely with these students.</p> <p>When deemed necessary by the School Nurse,</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan: Lead Supervisor School Health and Student Safety</p>	<p>Purchase of 60 infrared thermometers for use in schools and buildings.</p> <p>Pocket size screening tools for staff developed, printed and laminated, Information communicated via messenger and website.</p> <p>Screening tools provided to families.</p> <p>Identified isolation room.</p> <p>Sufficient nursing staff to implement OPH requirements.</p>	<p>Y</p>

	<p>parents/guardians will be expected to promptly pick up the student from school.</p> <p>Staff with symptoms of COVID-19 will be sent for further health assessment and/or required to receive COVID-19 testing. Students with symptoms of COVID-19 will remain in a separate area until picked up by parent/guardian.</p> <p>When the School Nurse receives a report of a positive test or probable positive test from a parent/guardian or staff member, the School Nurse will contact the OPH. Notifications to other staff or students and their families of a probable or positive case are at the direction of or in collaboration with the OPH and are not done independently by the school. The identity of the infected student or staff member is kept confidential.</p>				
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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>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>The Montgomery County Office of Public Health (OPH) has provided Exclusion from School Requirements (7/15/20). These requirements will be implemented during the school day.</p> <p>The School Nurse will isolate any students with symptoms suggestive of COVID-19 or who have a history of exposure in a separate area of the school designated for this purpose.</p> <p>The OPH will notify the school entity immediately upon learning that a person with a confirmed or probable case of COVID-19 was present at the school or a school event while infectious. The OPH will assist the school with risk assessment, isolation and quarantine recommendations, and other infection control recommendations. Schools should take every measure to maintain the confidentiality of the affected individual. The OPH is responsible to contact a student or staff member with COVID-19, inform close contacts of their possible exposure, and give instructions to those involved including siblings and other household members, regarding self-quarantine and exclusions. The individual being tested will not be identified in communications from the OPH to the school community at large but may need to be selectively identified for contact tracing by the OPH.</p> <p>If the person is present on school property when the Montgomery County Office of Public Health (OPH) notifies the school of the positive case information, the person should immediately, but discreetly, be taken to the COVID-19 related isolation space for pick up (if student) or asked to return home (if staff).</p> <p>The School Nurse will contact OPH for further guidance if a parent/guardian/caregiver notifies the school of potential exposure by a student, staff member, or school visitor.</p> <p>The requirements for testing for COVID-19 and for exclusion/return to school will be communicated to parents/guardians. The same requirements will be implemented with staff.</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan: Lead Supervisor School Health and Student Safety</p>	<p>Support from the Montgomery County Office of Public Health (OPH).</p>	<p>Y</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>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>The School Nurse will follow the COVID-19 School Exclusion requirements provided by the Montgomery County Office of Public Health (OPH) for staff and students. The School Nurse will contact the OPH with any questions about exclusion and return of students or staff.</p> <p>Staff and students with fevers or symptoms associated with COVID-19 should seek medical attention for further evaluation and instructions before returning to school.</p> <p>Staff and students with fever or symptoms that may be associated with COVID-19 and no known direct exposure to a person with COVID-19 may return to school when they are asymptomatic and have been fever free for at least 24 hours without the use of fever- reducing medicine or have confirmation of an alternative diagnosis from a health care provider that explains the COVID-19-like symptom(s).</p> <p>Staff or students with symptoms who have had a direct exposure to a person with COVID-19 will be considered probable cases and should remain excluded from school/work until release from isolation criteria has been met.</p> <p>A student or staff member who is quarantined following close contact with a case may not return to school until cleared to do so by the OPH. A negative test obtained prior to the end of quarantine does not clear an individual for return. The entire quarantine period must be completed.</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan: Lead Supervisor School Health and Student Safety</p>	<p>Support from the Montgomery County Office of Public Health (OPH).</p>	<p>Y</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)
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Decisions regarding closures of a specific school or schools are made at the direction of or in collaboration with the Office of Public Health of Montgomery County and the Superintendent of Schools. Any decision regarding closure(s) will be communicated to parents/guardians and staff through our School Messenger system (phone/email), via Website notification and other forums as needed. Changes in safety protocols and updates about matters regarding health and safety will be communicated regularly to parents/guardians</p>	Same as Yellow phase	Amy Buckman: Director of School and Community Relations	No additional materials, resources, and or supports needed at this time.	N

Other Considerations for Students and Staff:

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

In accordance with the PDE/PA-DOH Public Health Guidance Regarding COVID-19 for Phased Reopening of Pre-K to 12 Schools (July 16,2020), all students, staff, and parents/guardians will be required to wear a face covering while on school property, on drop off and pick up, and on school buses. 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 (ex. gaiter). A plastic face shield that extends to below the chin is also an acceptable face covering. Face masks with valves are not acceptable face coverings as they may pose a health risk to others. The District will provide each student and staff member with one cloth face mask. Students may have an exemption from wearing a face covering due to medical conditions or disabilities as documented in accordance with the Americans with Disabilities ACT (ADA) or individuals with Disabilities Education Act (IDEA) that precludes the wearing of a face covering. Eligibility and accommodations for a disability will be made in partnership with the student's health care provider, the school nurse and the IEP or 504 team.

Face coverings may be removed when a student or staff member is seated indoors when 6 ft apart from others or during a structured mask break when seated 6 feet apart from others.

Many students will need education, reminders and assistance with wearing face coverings. Some staff who work with students who may not be able to socially distance or wear a face covering will require a face shield or other PPE instead of or in addition to a mask. Face shields or other PPE when deemed necessary will be provided to these staff members. These staff members may include specific special education staff, nursing staff, psychologists, related service providers, counselors, K teachers, etc.. Face shields may be preferred by staff working with students who need to read lips or facial expressions.

Staff are encouraged to contact Human Resources if they believe themselves to be high risk for COVID-19 infection or complications. Procedures to monitor staff attendance will be implemented to best anticipate and predict substitute staff needs.

When known, nursing staff will identify students at high risk for severe illness from COVID-19 to discuss management of their health needs with parents/guardians and staff. The District anticipates that some parents/guardians of students deemed high risk will choose Lower Merion School District virtual learning options or will have periods of non-attendance due to health needs.

Every student is entitled to a free and appropriate public education (FAPE) including services, accommodations, or both based on their individual education plan (IEP) or 504. The 504 or IEP team should determine a student's ability to socially distance, wear face coverings and comply with other PDE and PA-DOH requirements and make recommendations as necessary.

There will be a multi-tiered response to address the social /emotional needs of students. Universal social/emotional supports will be provided to all students and some of the supports include the following: social /emotional learning lessons provided in the classroom, opportunities for closure with last school year, welcoming messages/communication and resources provided to students and families prior to the start of school, procedures to identify students and families in need, and teachers assigned to all students to provide regular check-ins. Those students with a higher level of need will be provided support from members of the building-based Student Services team. Additionally, referrals to community-based providers will be made when supports exceed what can appropriately be provided in the school setting.

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>* Protecting students and staff at higher risk for severe illness</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Staff with high risk for severe illness (as identified by the CDC) will be encouraged to contact Human Resources to discuss options.</p> <p>Nurses will work to identify students deemed high risk or medically fragile or students with communication difficulties and screen these children as appropriate. We anticipate some parents of students at high risk will choose one of the District's virtual programs, or will have periods of non- attendance.</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan: Lead Supervisor School Health and Student Safety</p>	<p>Infrared thermometers for use in schools and buildings.</p> <p>Pocket size screening tools for staff developed, printed and laminated, Information communicated via messenger and website.</p>	<p>Y</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>* Use of face coverings (masks or face shields) by all staff</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>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.</p> <p>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 (ex. "gaitor"). A face covering can be made with a variety of synthetic or natural fabrics, including cotton, silk or linen and can include a plastic face shield that covers the nose and mouth. Face coverings may be factory made, sewn by hand, or improvised by household items including but not limited to; scarves, bandanas, tee shirts, sweat shirts or towels. Valved face masks are not acceptable face coverings and may not be worn by students or staff as they may pose a health risk to others.</p> <p>Staff must wear a face covering (mask or face shield) unless they have a medical or mental health condition or disability, documented in accordance with the Americans with Disabilities Act, that precludes the wearing of a face covering in school.</p> <p>Face coverings may be removed to eat or drink during breaks and lunch periods or during structured mask breaks; however, at those times, social distancing at a minimum of 6 feet must be practiced.</p> <p>Staff are not required to wear a face covering in situations where wearing a face covering creates an unsafe condition to operate equipment or execute a task. Staff members should consult with their supervisor in these cases.</p> <p>N95 or K95 mask should be worn by nursing staff when caring for a specific student who is suspected to be COVID positive. N95 masks will be considered for other staff members on a case by case basis in collaboration with the Lead Supervisor of Health Services and Student Safety.</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan: Lead Supervisor School Health and Student Safety</p>	<p>Cloth face masks, face shields, N95 or K95 masks.</p>	<p>Y</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>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Face coverings, such as masks or face shields, must be worn by students while on school buses school property, including during drop-off and pickup.</p> <p>Students who have a medical or mental health condition or disability documented in accordance with the American Disabilities Act or IDEA that precludes the wearing of a face mask may be exempt from the requirement to wear one.</p> <p>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 (ex. "gaitor"). A face covering can be made with a variety of synthetic or natural fabrics, including cotton, silk or linen and can include a plastic face shield that covers the nose and mouth. Face coverings may be factory made, sewn by hand, or improvised by household items including but not limited to; scarves, bandanas, tee shirts, sweat shirts or towels. Valved face masks are not acceptable face coverings and may not be worn by students or staff as they may pose a health risk.</p> <p>Face coverings may be removed when a student or staff member is seated indoors when 6 ft apart from others or during a structured mask break when seated 6 feet apart from others.</p> <p>Students should be provided with mask breaks (at least 6 feet apart) throughout the day.</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan: Lead Supervisor School Health and Student Safety</p>	<p>Cloth face masks, face shields, N95 or KN5 masks.</p>	<p>Y</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>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p><i>The following actions steps apply for all opening options where students and staff are physically present in buildings to the degree possible:</i></p> <p>Every student with a disability is entitled to a free appropriate public education including services, or accommodations, or both based on their individualized education program (IEP) or 504 Plan. It may not be feasible, depending on the needs of the individual child or adolescent, to adhere to distancing guidelines.</p> <p>Teams should determine a student's ability to meet distancing guidelines on a case by case basis, which may require creative solutions. If a student with a disability is unable to follow the distancing or other health and safety guidelines, schools should at all times follow applicable federal and state law, and take the following steps: Collaborate with student's parent/guardian, medical provider, certified school nurse and school administrators to develop an appropriate educational plan of care for students (i.e., 504 Plan or IEP); the team will determine how to meet student needs safely.</p> <p>The team will consider remote learning options when appropriate</p> <p>Staff who work closely with students who are unable to socially distance or wear a mask will require a face shield or other PPE instead of or in addition to a mask.</p> <p>The District will provide face shields or other necessary PPE to these staff members (ex. Specific special education staff, nursing staff, psychologists, related service providers, etc).</p>	<p>Same as Yellow phase</p>	<p>Terry Quinlan: Lead Supervisor School Health and Student Safety</p>	<p>Cloth face masks and face shields.</p>	<p>Y</p>

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Student and staff hygiene-prevention of communicable disease	Students and building staff	Terry Quinlan: Lead Supervisor School Health and Student Safety & Adil Nure: Lead Supervisor of Clinical Services and Gifted Education	Recorded videos and/or live meetings	Signage regarding proper hygiene practices, videos and other tools for modeling, ample supply of soap and hand sanitizer (additional information noted in tables above)	August 2020	On-going
Cleaning and sanitizing practices	Custodial staff and building staff	Terry Quinlan: Lead Supervisor School Health and Student Safety; Adil Nure: Lead Supervisor of Clinical Services and Gifted Education; & Dennis Witt: Supervisor Safety, Security and Custodian	Recorded videos and live staff meetings	Cleaning materials and outline of cleaning practices (additional information noted in tables above)	August 2020	On-going
Social distancing and other safety protocols for students and staff	Students and building staff	Terry Quinlan: Lead Supervisor School Health and Student Safety & Adil Nure: Lead Supervisor of Clinical Services and Gifted Education	Recorded videos and live staff meetings	Signage regarding social distancing, expectations regarding use of outdoor space for academic instruction, videos and other tools for modeling (additional information noted in tables above)	August 2020	On-going

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Monitoring student and staff health	Parents/guardians, students, and building staff	Terry Quinlan: Lead Supervisor School Health and Student Safety & Adil Nure: Lead Supervisor of Clinical Services and Gifted Education	Recorded videos and live meetings	Videos and other tools for modeling (additional information noted in tables above)	August 2020	On-going
Trauma informed care and other trauma-based supports	Students and district staff	Terry Quinlan: Lead Supervisor School Health and Student Safety & Adil Nure: Lead Supervisor of Clinical Services and Gifted Education	Recorded videos and live staff meetings	No additional materials, resources, and or supports needed	August 2020	On-going

Health and Safety Plan Communications

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

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Student hygiene- prevention of communicable disease	Parents/guardians	Amy Buckman: Director of School and Community Relations	Email and communication on district website	August 2020	On-going
Cleaning and sanitizing practices	Parents/guardians	Amy Buckman: Director of School and Community Relations	Email and communication on district website	August 2020	On-going
Monitoring student and staff health	Parents/guardians	Amy Buckman: Director of School and Community Relations	Email and communication on district website	August 2020	On-going
Social distancing and other safety protocols for students	Parents/guardians	Amy Buckman: Director of School and Community Relations	Email and communication on district website	August 2020	On-going
Health and safety considerations for students and families	Parents/guardians	Terry Quinlan: Lead Supervisor School Health and Student Safety & Adil Nure: Lead Supervisor of Clinical Services and Gifted Education	Recorded videos and live meetings	August 2020	On-going

Health and Safety Plan Summary: Lower Merion School District

Anticipated Launch Date: 9/8/20

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<p>Lower Merion School District had robust cleaning and sanitization procedures in place prior to the COVID-19 pandemic. These procedures are implemented throughout the district and will continue to be implemented with the addition of enhanced COVID-19 cleaning protocols. The Supervisor of Safety, Security and Custodians; the Lead Supervisor of School Health and Student Safety; and the Supervisor of Transportation collaborate regularly to ensure that cleaning protocols address the variety of potential threats posed by communicable illness, including COVID-19. The efficacy and safety of products are jointly reviewed and are EPA approved. The District routinely uses 3M#5 for cleaning, however other products are utilized as needed including vital oxide via electrostatic sprayers and Byoglobe. When there is a report of a communicable illness, a plan of action is put into place and the appropriate cleaning is implemented.</p> <p>When the pandemic started, LMSD aggressively pursued scarce cleaning supplies including 3M#5, hand sanitizer, soap, vital oxide, dispensers as well as equipment needed to ensure that widespread cleaning could be completed in a short period of time. The District has been successful in procuring a sufficient amount of supplies needed for the school year assuming appropriate use. Similarly, the Facilities Department has well-defined procedures for maintenance of filters in our HVAC systems with a focus on both preventative and routine maintenance. In response to the pandemic, LMSD will increase the levels of ventilation and filtration in its existing HVAC equipment subject to capacity limits on the existing systems, including the installation of MERV 13 filters. It will be challenging to maximize the optimal levels of ventilation with full return of students and will be more feasible with a decreased number of students. The District is exploring the purchase of bipolar ionization technology to enhance air-quality in the schools. The District purchased self-contained high efficiency particulate air (HEPA) filtration systems to create a negative pressure environment for the nursing offices in all ten schools. Testing of air-quality is conducted routinely and also upon need. Remediation of any air-quality issue is completed as quickly as possible. LMSD does not rely on the opening of windows to ensure air quality and exchange. Instead, the District accomplishes this through the HVAC system. LMSD does not recommend the routine opening of windows for air exchange as it allows for intake of unfiltered air exposing staff and students with asthma and allergies to allergens and other particulates that would not otherwise be present and interferes with temperature and humidity control.</p>

To supplement the regular custodial staff, the Board has approved an additional 16.5 Disinfectant Technicians specifically for the purpose of cleaning high touch surfaces frequently throughout the day in every school. After school and overnight custodial staff will provide daily thorough cleanings of school buildings. In confirmed or probable cases as identified by the Lead Supervisor of School Health and Student Safety under the direction of the Pennsylvania Department of Health (PA-DOH), the custodial staff will provide additional targeted sanitization. The area will be closed, ventilated and cleaned when safe to do so. Custodial staff will be provided with PPE for use when cleaning areas with confirmed cases as needed. Custodial staff are provided with ongoing staff development through the District and this is completed in conjunction with our Health Services Department. The Health Services Department will participate in the training of custodians around COVID-19 throughout the school year. Trainings will be measured by completion of Safe Schools Modules and verbalization of understanding to the Supervisor of Safety, Security and Custodians and/or the Lead Supervisor of School Health and Student Safety.

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p> <p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p> <p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p> <p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p>	<p>Lower Merion School District will implement social distancing in ALL phases of opening. The degree to which social distancing can be implemented is dependent upon the number of students physically present within a school at a given time rather than the specific phase. When 50% or less of students are physically present at school, a minimum of 6 feet can be provided in the school setting. When there is full attendance, 6 feet of distance cannot be maintained in many areas of the school setting. The district will follow the Montgomery County Guidance for Reopening Pre-k-12 schools provided on 7/15/20. Additionally, the District will follow the PA-DOH and PDE guidance provided on 7/16/20. Modifications may be made when new or revised guidance is provided in the future. Per the Governor's mandate, face coverings can be taken off to eat if 6 feet of distance is implemented; however, this is not possible within a full opening but can be managed with within a hybrid opening.</p> <p>Classroom spaces will be organized to facilitate the maximum amount of space between students and between students and staff. In all cases this means removal of unnecessary furniture. Collaborative type furniture such as kidney shaped tables will be replaced by individual desks when possible. Outdoor space will be utilized weather permitting. The District must also take into consideration the needs of students with asthma and allergies and the challenges that outdoor learning may pose for these students. The District may use outdoor tents at designated schools where physical space allows to maximize outdoor space. The Montgomery County Office of Public Health Guidelines call for assigned seating for students in classes and during meals. While this may be possible when 50% or less of students are physically present, this will not be possible when there is full attendance. At the elementary level, classes will be arranged to keep groups of students as static as possible. This arrangement of classes may also be possible to a moderate extent at the middle school level but presents many challenges at the high school level. The extent to which transitions can be limited at the high school level must be balanced with the reality that it will reduce instructional opportunities.</p>
<p>Limiting the sharing of materials among students</p>	
<p>Staggering the use of communal spaces and hallways</p>	
<p>Adjusting transportation schedules and practices to create social distance between students</p>	
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	
<p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p>	<p>Building Administrators are working with their level-colleagues to develop plans to stagger arrivals and dismissals. Parents/guardians will be encouraged to drive their children to school or allow them to walk when walking may be done safely. The District plans will utilize additional van and car transport for students already using these services so that social distance can be maximized.</p>
<p>Other social distancing and safety practices</p>	<p>Procedures will be developed to limit groups of students and staff from congregating at the start and end of the school day, during class changes, and during drills (lock-down, fire drills etc.) through each building level Health and Safety Team. The Building Administrators are working with members of the Facilities Department to explore large group spaces such as auditoriums and gyms to determine what modifications will be needed to accommodate students for meals and /or classes.</p>

Students and staff will participate in education about disease prevention including the prevention of COVID-19. Elementary age students will participate in guided handwashing before meals and snacks and at other times as deemed necessary by teachers and nurses. Hand-washing, rather than hand-sanitizers, will be prioritized at the elementary level; however, there will be additional hand-sanitizing stations placed in strategic, supervised places around the elementary schools to supplement the ones already in place. At the secondary level, students will be frequently reminded to wash their hands and additional hand-sanitizer stations will supplement the ones already in place. Due to supply chain issues, the District was unable to obtain portable hand-washing stations that could be delivered before the end of the fall semester; however, stations have been ordered and will be placed when available. In all phases of opening, the District will restrict visitors to all schools including parents, guardians, and third-party vendors. The District will not permit outside groups (community groups) to use District facilities while this Health and Safety Plan is in effect. Meetings will take place virtually to reduce the spread of communicable disease and allow for efficient contact tracing when needed. Exceptions will be made for visitors as required by law, for repair personnel, emergency personnel or others as deemed necessary by the Superintendent or designee. Communication of these measures to the school community will take place prior to the start of the school year to facilitate understanding and cooperation. Training will be provided to staff through web-based programs including Safe Schools and by internal virtual and in-person professional development. Students will receive training on social distancing, hygiene, and other health and safety topics throughout the school year. This information will also be provided to community members. District administrators will review and approve training materials and programs by August 24, 2020.

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>In accordance with the Pennsylvania Department of Health (PA-DOH) and the Montgomery County Office of Public Health (OPH) guidelines, parents/guardians of students will be asked to screen their children at home for symptoms of COVID-19. Children that have a temperature of 100.4 or above, feel ill, or have symptoms of illness/are not feeling well should not come to school. Staff will also be asked to complete screening at home, follow the criteria for exclusion from school, and complete testing for COVID-19 following the same requirements outlined for students.</p> <p>The OPH requirements for COVID-19 testing include any of or the following: cough, shortness of breath or difficulty breathing OR two of the following: fever, chills, fatigue, myalgia, headache, sore throat, congestion, nausea, vomiting, diarrhea or new loss of taste or smell. In addition to the screening by parents/guardians, the School Nurse will identify and take the temperatures at school of students deemed high risk or medically fragile. The School Nurse will also take the temperatures of staff working closely with students who cannot socially distance and/or wear a face covering and are deemed high risk or medically fragile at school. Children or staff with criteria for COVID-19 testing as established by the PA-DOH and the OPH may not come to school until testing is done and cleared in accordance with OPH guidelines.</p> <p>The OPH has provided Exclusion from School Requirements. The LMSD will implement these requirements. The OPH requirements for testing for COVID-19 and for exclusion/return to school will be communicated to parents/guardians. The same requirements will be implemented with staff. Students or staff who have traveled to a country or state with a high incidence of COVID-19 as listed by the OPH may be excluded from school until the requirements for return to school as determined by the OPH are satisfied. Students or staff who have had close contact (within 6 feet for more than 15 minutes) with a person with a positive COVID-19 test (including household members) or who have had a positive test themselves will be excluded from school until the requirements of the OPH are met. Parents/guardians or staff with questions about exclusion, screening protocols, or COVID-19 testing requirements will be directed to contact the School Nurse or the OPH. Students who are excluded from school will have opportunity to access their education and educational materials.</p> <p>The School Nurse will take temperatures and provide nursing assessments of students or staff who are not feeling well at school. When deemed necessary by the School Nurse and/or in compliance with OPH guidelines, students or staff will be sent home and/or referred for further health assessment or COVID-19 testing. Students with symptoms suggestive of COVID-19 will be isolated in a separate area designated for this purpose until picked up by a parent/guardian.</p> <p>Two nurses will be assigned to each school to the extent possible. A separate area will be established for the isolation of students with COVID-19 symptoms</p>

until they are picked up by a parent/guardian. Each nursing office will have enhanced cleaning by custodial staff and by nurses. When the School Nurse receives a report of positive or probable COVID-19 test of a student or staff member, they will contact the OPH. School Nurses, together with the Lead Supervisor of School Health and Student Safety and the OPH, will monitor illness trends including COVID-19. Changes to procedures will be implemented as necessary and communicated to parents/guardians and staff.

The Health Services Office will work closely with the Director of Communications to communicate health and safety matters regularly and at times where it is important to communicate information quickly. LMSD follows the guidance of the PA-DOH and the OPH in matters of reportable communicable disease. If a case (confirmed or suspected) of COVID-19 is reported to us by a parent/guardian, the Health Services Department would promptly call the OPH who can confirm the positive case or provide information that lab testing was negative and provide guidance as on notification to parents/guardians and staff as well as exclusion and/or quarantine information. Decisions regarding closures of a specific school or schools are made at the guidance of or in collaboration with the OPH and with the Superintendent of Schools. Any decision regarding closure(s) will be communicated to parents/guardians and staff through our School Messenger system (phone/email), via Website notification and other forums as needed. Changes in safety protocols and updates about matters regarding health and safety will be communicated regularly to parents/guardians.

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<p>In accordance with the PDE/PA-DOH Public Health Guidance Regarding COVID-19 for Phased Reopening of Pre-K to 12 Schools (July 16,2020), all students, staff, and parents/guardians will be required to wear a face covering while on school property, on drop off and pick up, and on school buses. 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 (ex. gaitor). A plastic face shield that extends to below the chin is also an acceptable face covering. Face masks with valves are not acceptable face coverings as they may pose a health risk to others. The District will provide each student and staff member with one cloth face mask. Students may have an exemption from wearing a face covering due to medical conditions or disabilities as documented in accordance with the Americans with Disabilities ACT (ADA) or individuals with Disabilities Education Act (IDEA) that precludes the wearing of a face covering. Eligibility and accommodations for a disability will be made in partnership with the student's health care provider, the school nurse and the IEP or 504 team.</p> <p>Face coverings may be removed when a student or staff member is seated indoors when 6 ft apart from others or during a structured mask break when seated 6 feet apart from others.</p> <p>Many students will need education, reminders and assistance with wearing face coverings. Some staff who work with students who may not be able to socially distance or wear a face covering will require a face shield or other PPE instead of or in addition to a mask. Face shields or other PPE when deemed necessary will be provided to these staff members. These staff members may include specific special education staff, nursing staff, psychologists, related service providers, counselors, K teachers, etc.. Face shields may be preferred by staff working with students who need to read lips or facial expressions.</p> <p>Staff are encouraged to contact Human Resources if they believe themselves to be high risk for COVID-19 infection or complications. Procedures to monitor staff attendance will be implemented to best anticipate and predict substitute staff needs.</p> <p>When known, nursing staff will identify students at high risk for severe illness from COVID-19 to discuss management of their health needs with parents/guardians and staff. The District anticipates that some parents/guardians of students deemed high risk will choose Lower Merion School District virtual learning options or will have periods of non-attendance due to health needs.</p> <p>Every student is entitled to a free and appropriate public education (FAPE) including services, accommodations, or both based on their individual education plan (IEP) or 504. The 504 or IEP team should determine a student's ability to socially distance, wear face coverings and comply with other PDE and PA-DOH requirements and make recommendations as necessary.</p>

There will be a multi-tiered response to address the social /emotional needs of students. Universal social/emotional supports will be provided to all students and some of the supports include the following: social /emotional learning lessons provided in the classroom, opportunities for closure with last school year, welcoming messages/communication and resources provided to students and families prior to the start of school, procedures to identify students and families in need, and teachers assigned to all students to provide regular check-ins. Those students with a higher level of need will be provided support from members of the building-based Student Services team. Additionally, referrals to community-based providers will be made when supports exceed what can appropriately be provided in the school setting.

- The proposed school calendar and academic schedule(s) define instructional time for students as time in the school day devoted to instruction and instructional activities under the direction of certified school employees. (Such time may include synchronous and/or asynchronous instructional activities.)
- Clearly defined systems for tracking attendance and instructional time will be implemented to ensure student engagement in remote instruction.
- The LEA acknowledges that it must provide Free and Appropriate Public Education (FAPE) during this pandemic-related emergency.
- The proposed school calendar and academic schedule(s) ensures ESL services for English Learners.
- Clearly defined and ongoing systems for evaluating the quality and outcomes of instructional delivery will be implemented, at least quarterly, and necessary adjustments will be made when data highlight concerns about quality, equity, and/or lack of progress in student learning.

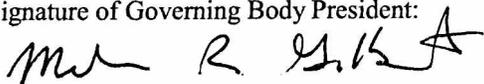
Name of Local Education Agency:

Lower Merion School District

Signature of Chief School Administrator:

Date:

Signature of Governing Body President:



Date:

Date Approved at Board Meeting: July 20, 2020

Please scan and submit this entire signed document, the proposed weekly schedule, and a copy of the board minutes at which such schedule was approved to RA-EDContinuityofED@pa.gov.

Any questions can be submitted to RA-EDContinuityofED@pa.gov.