



# ARP ESSER Health and Safety Plan Guidance & Template

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

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

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

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

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;

2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
  - a. Universal and correct wearing of [masks](#);
  - b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
  - c. [Handwashing and respiratory etiquette](#);
  - d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
  - e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
  - f. [Diagnostic](#) and screening testing;
  - g. Efforts to provide COVID-19 [vaccinations to school communities](#);
  - h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
  - i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally

translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

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

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

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

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

### **Additional Resources**

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

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

**Health and Safety Plan Summary: Forest City Regional School District**

**Initial Effective Date: August 25, 2021**

**Date of Last Review: July 19, 2021; August 16, 2021; September 13, 2021; January 10, 2022-Recommended Changes in BOLD PRINT**

**Date of Last Revision: January 10, 2022**

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

The Forest City Regional School District will review updated guidance provided by the Center for Disease Control and Prevention, the Pennsylvania Department of Health, and the Pennsylvania Department of Education and will adjust the District’s Health and Safety Plan accordingly in compliance with the most recent mandates. In addition, the Superintendent of Schools will monitor local health conditions and develop action plans, as necessary.

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

The Forest City Regional School District plans for live, in-person instruction five days a week for all students for the 2021-2022 school year. Therefore, all students will have access to our comprehensive curriculum, instruction, interventions, and supports, school counseling services, school health office, school-based behavioral health services, and school-wide positive behavioral support services. Universal screening will be implemented to identify students in need of additional social-emotional and/or academic support due to the instructional interruptions caused by the COVID-19 pandemic. In the event of a COVID-19 related school closure during the 2021-2022 school year, the District will transition to a live synchronous remote model in which students will have access to office hours with their teachers, school counselors, and school nurse and will receive live, synchronous instruction and support from our teaching faculty and staff.

Our employees have received training on utilizing a trauma informed approach to supporting students (Trauma 101) and

additional training will be provided during the 2021-2022 school year to ensure that our employees have strategies to support our students' transition back to full-time in-person instruction and to address their own social, emotional, and mental health needs.

Our District implemented Second Step Social Emotional Learning curriculum at grades PK-8 during the 20-21 school year and will expand by adding the School Connect Program at grades 9-12. In addition, the District will train a cohort of employees to implement Check and Connect, an evidence-based intervention to support at-risk students.

Finally, the District has demonstrated a commitment to support the social-emotional and behavioral needs of all students through its financial commitment to maintain a Licensed School Social Worker through the 2022-2023 school year.

The District will be prepared to transition to remote learning if local public health conditions require COVID-19 related school closures. All District teachers utilized Google Classroom and Zoom to deliver live, synchronous remote instruction during the 2020-2021 school year, and they will be prepared to transition if necessary. In addition, our Food Service Director will be prepared to transition to school meal distribution in the event of a COVID-19 related school closure.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
a. Universal and correct wearing of <a href="#">masks</a> ;	PA Department of Health Mask Order dated 8/31/2021 effective September 7, 2021: Every teacher, child/student, staff, or visitor working, attending, or visiting a School Entity shall wear a face covering indoors, regardless of vaccination status. This Order shall remain in effect until otherwise terminated. Therefore, masks are required in the Forest City Regional School District as indicated in the Order and until the Order is terminated and and Susquehanna/Wayne Counties are designated as having low-moderate transmission rates of COVID-19. <b>The PA DOH Mask Order was removed effective 12/10/2021.</b>

ARP ESSER Requirement

Strategies, Policies, and Procedures

**Therefore, the FCRSD reverted to our previous plan as follows: Universal masking will be in effect when Susquehanna and/or Wayne Counties experience substantial or high rates of community transmission of COVID-19. Masks will be optional when transmission rates in both counties are documented as moderate or low. Regardless of county transmission rates, universal masking continues to be required on District transportation per the Federal order issued in January 2021.**

**The District will utilize the PA Early Warning Dashboard and the CDC COVID Data Tracker to guide decisions regarding masking. The District will require two consecutive weeks of moderate to low transmission to transition to a mask optional model.**

Per the current CDC guidelines, mask use is strongly recommended for people who are not fully vaccinated including students, faculty, and staff, but is not required. Students and employees may choose to continue to wear a mask as a personal choice or due to vaccination status. The District will ensure that all students know that the current public health recommendation is that all unvaccinated school community members wear a mask.

The District will require all parents of students grades PK-12 to document their preference regarding masking for the 2021-2022 school year. The District will support parents who indicate that their children will wear masks to ensure that their children properly wear their masks, that they have access to mask breaks, and that our school environment is free of “mask-bullying”. This form will be utilized when Susquehanna and Wayne Counties are designated as having low to moderate transmission rates of COVID-19.

Visitors to our buildings will be required to wear a mask while inside our buildings.

Per the Federal order issued in January 2021, the CDC requires face coverings, regardless of vaccination status, when on public transportation, which includes school buses operated by public and private school systems. Therefore, masks are required for all students while they are being transported in a District vehicle.

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</p>	<p>Students will be socially distanced to the maximum extent possible throughout the school day.</p> <p>Teachers will continue to utilize seating charts to assist with contact tracing when necessary.</p> <p>Hallway signage will be utilized to increase physical distancing while students are moving throughout the hallways.</p> <p>Signs will be posted to indicate that visitors to the building must wear a mask.</p>
<p>c. <a href="#">Handwashing and respiratory etiquette</a>;</p>	<p>Employees and students will receive training and signs will be posted to remind all stakeholders to:</p> <p><b>Wash Hands Often</b> Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.</p> <p>If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.</p> <p>Avoid touching your eyes, nose, and mouth with unwashed hands.</p> <p><b>Avoid Close Contact</b> Avoid close contact with people who are sick, even inside your home.</p> <p>Put distance between yourself and other people as much as possible:</p> <p><b>Cover Coughs and Sneezes</b> Cover coughs and sneezes with a tissue or use the inside of your elbow.</p> <p>Throw used tissues in the trash.</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	Immediately wash your hands with soap and water or use hand sanitizer following a cough or sneeze.
<p>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</p>	<p><b>Intensify Cleaning, Disinfection, and Ventilation</b>  Maintenance supervisor and staff will clean and disinfect frequently touched surfaces within the school daily and between uses whenever possible.</p> <ul style="list-style-type: none"> <li>• Cleaning with soap and water to remove germs, dirt, and impurities from surfaces to lower the risk of spreading infection.</li> <li>• Disinfecting with an EPA approved disinfectant kills remaining germs on surfaces. By killing germs on a surface after cleaning, it can further lower the risk of spreading infection. If an EPA disinfectant is not available, we will use 1/3 cup of bleach added to one gallon of water.</li> <li>• Maintenance will ensure that ventilation systems operate properly and will increase ventilation by opening windows and doors when possible and as needed, and by providing all classroom teachers with a box window fan.</li> <li>• Disinfecting wipes will be available in all offices and classrooms and may be used by employees and/or students at their discretion throughout the day.</li> </ul>
<p>e. <a href="#">Contact tracing</a> in combination with <a href="#">isolation</a> and <a href="#">quarantine</a>, in collaboration with the State and local health departments;</p>	<p><b>Contact Tracing:</b>  COVID-19 cases will be reported to the Pennsylvania Department of Health.</p> <p>Contact tracing will begin upon notification of a positive COVID-19 case, which includes preparing and providing information and records to aid in the identification of potential exposures and close contacts. Student contact tracing will be conducted by the Building Principal or his/her designee. Employee contact tracing will be conducted by the Building Principal with potential exposures communicated out via email/<b>phone call</b> to provide employees the opportunity to assess their potential exposure.</p> <p>Close contacts and families of close contacts in the K-12 setting, in accordance with applicable privacy and other laws, will be informed of exposure as soon as possible during the process.</p>



**The CDC and the PA DOH provided updated guidance regarding isolation and quarantine periods for COVID-19 (PA HAN 615 12/30/2021):**

**Positive COVID-19 Test:**

- **Regardless of vaccination status, anyone who tests positive for COVID-19 must isolate for 5 days. If after 5 days, the patient is asymptomatic or has resolving symptoms, their isolation period is over; however, they must wear a mask around others until day 10 regardless of the current masking policy.**
- **Persons who are unvaccinated or who are eligible (i.e., more than 6 months after primary vaccine series) but have not yet received a booster vaccine must quarantine at home for 5 days, and then wear a mask around others until Day 10, regardless of masking policy.**

**Close Contact to COVID-19:**

**The following individuals do NOT need to quarantine after being exposed (i.e., close contact) to someone with COVID-19 but they DO need to wear a mask for 10 days regardless of the current masking policy:**

- **Persons who are 18 or older and have received all recommended vaccine doses, including boosters.**
- **Persons who are 5-17 and have completed the primary series of COVID-19 vaccines.**
- **Persons who had confirmed COVID-19 within the last 90 days as diagnosed by a viral test.**

**The following individuals DO need to quarantine for at least five days after being exposed to COVID-19:**

- **People who have completed the primary series of Pfizer or Moderna vaccine and have not received a booster vaccination when eligible.**
- **People who have completed the primary series of the J&J vaccine over two months ago and have not received a recommended booster shot.**

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- **People who are not vaccinated.**
- **Quarantine for in-home direct contact should be for an additional five days AFTER the person with COVID is released from quarantine.**

**All close contacts who need to quarantine will be offered the opportunity to participate in the voluntary Test-to-Stay program as defined below in Diagnostic Screening and Testing, who opt out of the TTS program must quarantine for 5 days (or longer if an in-home contact).**

**Isolation:**

Per the CDC, isolation is used to separate people infected with COVID-19 from those who are not infected. People in isolation should stay home until it's safe for them to be around others. The District will provide for an isolation space within the medical room for students exhibiting COVID-19 symptoms and/or when it has been reported that a member of their household has tested positive.

**Quarantine:**

People who have been in close contact with someone who has COVID-19 **EXCLUDING** people who have had COVID-19 within the past three months or those who are fully vaccinated.

People who have tested positive for COVID-19 within the past three months and recovered do not have to quarantine or get tested again as long as they do not develop new symptoms.

People who develop symptoms again within three months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.

People who have been in close contact with someone who has COVID-19 are not required to quarantine if they have been fully vaccinated against the disease and show no symptoms.

**Close Contact:**

**Close Contact through Proximity and Exposure:** Someone who was within six feet of an infected person a cumulative total of 15 minutes or more over a 24-hour period (for example,

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three individual 5-minute exposures for a total of 15 minutes). An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for discontinuing home isolation.

- Exception: In the K–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed) if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.

**Steps to Take:**

- Stay home for days after your last contact with a person who has COVID-19.
- Monitor your health for symptoms (fever, shortness of breath, cough)
- Stay home until you are fever free for 48 hours without the use of fever reducing medication.

**Options to Reduce Quarantine:**

Reducing the length of quarantine will lessen the impact of COVID-19 on employees, students, and their families.

- Return after day 10 without testing
- Return after day 7 after receiving a negative test\* (the test must occur on day five or later)

\*The Pennsylvania Department of Health received federal funding to support COVID-19 testing in K-12 schools as another step to safely reopen schools and keep them open for in-person learning. The COVID-19 school testing program is expected to include several options for testing, including rapid tests, at no cost to schools or families for the entire 2021-2022 school year. The District anticipates participating in this program to support our employees and families in having access to community testing and to help reduce quarantine time for those who

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>opt to participate. Additional information regarding the PA DOH COVID-19 Testing Program for K-12 Schools is expected in the coming weeks.</p>
<p>f. <a href="#">Diagnostic</a> and screening testing;</p>	<p><b>The District will participate in the PDE and PA DOH Test-to-Stay (TTS) program. TTS provides for students who are identified as close contacts during COVID-19 contact tracing and are asymptomatic to continue to remain in school for learning. Students who opt to participate in TTS after being identified as a close contact will not be required to quarantine provided that they take routine COVID-19 rapid antigen tests in our medical room over the course of ten (10) days.</b></p> <ul style="list-style-type: none"> <li>• <b>This program will begin following Board approval and District onboarding (approximately 1/17/2021)</b></li> <li>• <b>The TTS program is optional for families. Participation requires a consent form.</b></li> <li>• <b>Testing will occur in the medical room from 7:30 a.m.-8:15 a.m. daily/</b></li> <li>• <b>Students may remain at school as long as test results are negative.</b></li> <li>• <b>Students who participate in an extracurricular activity in which masks cannot be worn (i.e. athletics) will be required to test daily during the quarantine period.</b></li> <li>• <b>Students attending school within the TTS program must properly wear a mask at all times regardless of community transmission level or current masking policy. In addition, students must be isolated during breakfast, lunch and snack, while they are eating or drinking.</b></li> </ul> <p><b>The process is as follows:</b></p> <ul style="list-style-type: none"> <li>• <b>Upon notification of a COVID-19 exposure, the student may begin a series of three (3) COVID-19 rapid antigen tests during a 10 day period (Test 1: within 24 hours of exposure; Test 2: day 3; and Test 3: day 5).</b></li> <li>• <b>The student will continue to attend school provided the Rapid Antigen Tests yield negative results. If a positive test occurs, the student will be sent home and need to be in isolation for 5 days .</b></li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>The Pennsylvania Department of Health received federal funding to support COVID-19 testing in K-12 schools as another step to safely reopen schools and keep them open for in-person learning. The COVID-19 school testing program is expected to include several options for testing, including rapid tests, at no cost to schools or families for the entire 2021-2022 school year. The District anticipates participating in this program to support our employees and families in having access to community testing and to help reduce quarantine time for those who opt to participate. Additional information regarding the PA DOH COVID-19 Testing Program for K-12 Schools is expected in the coming days.</p> <p>Parents, students, faculty, and staff will be educated on the signs and symptoms of COVID-19 and of the critical importance of self-monitoring, staying home if symptomatic, and of communicating illness with the school nurse.</p> <p>Symptom screening should be done by all parents and/or guardians each morning and students with symptoms should be kept home.</p> <p>Students who are sent home from school with a fever may return to school when they are fever free for 48 hours without the use of fever reducing medication.</p> <p>August 16, 2021: All unvaccinated employees will be subject to weekly COVID-19 testing. This testing will begin once the PDE/PA-DOH testing program begins.</p>
<p>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</p>	<p>The COVID Vaccine is the most effective mitigation strategy against COVID-19. The District will continue to offer our school buildings as community vaccination sites and will continue to encourage eligible community members to get vaccinated.</p> <p>Fully vaccinated members of our school community who are exposed to COVID-19 are not required to quarantine. All students attending the Forest City Regional High School are eligible to receive the COVID-19 vaccination. Being fully vaccinated helps to ensure continuity of instruction.</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>August 16, 2021: All employees must disclose vaccination status to the human resources department by the close of business on Thursday, August 26, 2021. All unvaccinated employees will be required to wear a mask at all times regardless of community transmission rates and current masking policy.</p>
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>The Health and Safety Plan will be implemented as indicated. Special considerations regarding students with disabilities or other health impairments will be assessed by the building principal in cooperation with the school nurse, supervisor of special education and the superintendent (if needed).</p>
<p>i. Coordination with state and local health officials.</p>	<p>The District is included in bi-weekly meetings with Wayne Memorial Hospital and other local school districts. These meetings provide the opportunity to assess local health conditions. In addition, the District uses the PA COVID-19 Early Warning Monitoring System Dashboard to monitor local COVID-19 cases.</p>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for the Forest City Regional School District reviewed and approved the updated and Safety Plan on January 10, 2022.

The plan was approved by a vote of:

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

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

Affirmed on: January 10, 2022

By:

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*(Signature\* of Board President)*

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*(Print Name of Board President)*

\*Electronic signatures on this document are acceptable using one of the two methods detailed below.

**Option A:** The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

**Option B:** If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.