



# 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 Thorough an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

## Health and Safety Plan Summary: **CARBONDALE AREA SCHOOL DISTRICT**

**Initial Effective Date: July 19, 2021**

**Date of Last Review: June 29, 2022**

**Date of Last Revision: June 29, 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 Pandemic team at Carbondale Area School District designed the Carbondale Area School District Phased School Reopening Health and Safety Plan 2020-2021 which was approved on August 5, 2020, by the Board of School Directors. The school district returned to a hybrid in-person instructional model on March 8, 2021, and had a full in-person instructional model return to start the 2021-2022 school year.

**The Carbondale Area ARP ESSER Health and Safety Plan** will follow the most recent Center for Disease Control (CDC), Pennsylvania Department of Health (DOH), and Pennsylvania Department of Education (PDE) guidance for the reopening and operation of school facilities to the greatest extent possible. Health and safety protocols will continue to be implemented and enforced. First and foremost, to prevent the spread of disease, staff and students will be encouraged to stay home when not feeling well. Students and staff will also be encouraged to conduct a symptom screen each morning before coming to school/work. Anyone present with exhibited noted symptoms or demonstrating a history of exposure will be isolated in an identified area in each building pending departure from District premises. District nurses, in consultation with District Administration, will determine the need of quarantine or isolation of students and staff.

The Carbondale Area School District will promote, implement, and monitor the frequent critical cleaning, disinfecting, and hygiene practices that are the responsibility of students and all staff. Such efforts include, but are not limited to, the following: more frequent and scheduled deep cleaning and sanitization by District facilities staff and transportation staff, providing each building and classroom with appropriate cleaning and disinfecting supplies to wipe down high traffic areas and points of contact throughout the day, the establishment of routine hand washing, and the posting of signage intended to remind students, staff, and visitors to follow CDC and DOH guidelines and District procedures.

The Pandemic Team will continue to routinely review, evaluate, and support additional requirements, guidance, and recommendations from PDE, CDC, and DOH. The team will also review the current prevention and mitigation strategies as related to health and safety preparedness, response, and plan implementation. As information regarding COVID-19 changes, we will enhance our plan and adjust policies, procedures, and practices, as

necessary. Recommended changes will be presented to the Board of School Directors in public session for consideration and action. The most recent copy of the District's Health and Safety Plan is also posted to the District website.

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?

It is the intention of the Carbondale Area School District to open and remain open with a full five (5) day instruction return for all students grades K-12 for the 2022-2023 school year. Additionally, a cyber option through the Carbondale Area School District Cyber Academy will be available for families that desire an online option.

During Extended School Year (ESY), direct instruction was also provided for students who qualified.

Throughout the school year, the District will use a PASS screener to identify and address social and emotional barriers to learning. Students with complex medical, social/emotional, or academic needs will be addressed on an individual basis through the student's support team, case managers, and administrators to address their unique and individual needs on a case-to-case basis. The District makes referrals, as needed, and maintains contact with community services to ensure students continue with their mental health services or nutrition services.

In order to engage staff in adult social-emotional learning (SEL), staff will be encouraged to self-reflect. When staff reflect on their own social and emotional competencies, they personalize SEL, gain a deeper understanding of the lifelong process for developing competencies, and have insight into their own strengths and areas for improvement. The District has also purchased an Employee Assistance Program and it is available for staff needing assistance.

The District participates in the Community Eligibility Provision (CEP) and qualifies for the universal free meal program. The school district has been providing meals throughout the summer to families in need and through CEP will continue to provide meals during the 2022-2023 school year.

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

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>a. Universal and correct wearing of <a href="#">masks</a>;</p>	<p>As conditions have evolved that require further consideration of masks/coverings in schools, the District may require the utilization of masks as a mitigation effort at school or on buses, or if required by order, regulation, or other legal authority of the CDC, PA DOH, and/or PDE during the 2022-2023 school year. Masks will also be available upon request for individuals who would like to wear them.</p> <p>The District will continue to monitor COVID-19 positivity and incidence rates on a weekly basis.</p> <p>In consultation with the Board of School Directors, the implementation of masks/face coverings is at the discretion of the Superintendent of Schools.</p>
<p>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</p>	<p>Students and staff are encouraged to physically distance themselves as much as possible in large group spaces, hallways, and stairways.</p> <p>To the extent required and feasible, seating and other spaces, including auxiliary spaces, classrooms, and cafeteria, will provide physical distancing in the school buildings and on buses.</p> <ul style="list-style-type: none"> <li>• Seating charts will be maintained for all classrooms and instructional spaces.</li> </ul> <p>Activities/athletics will adhere to the CASD ARP ESSER Health &amp; Safety Plan for all events and activities and collaborate with PIAA applicable health and safety planning for practices and events.</p> <p>CASD will comply with facility capacities for events based on the Commonwealth of Pennsylvania guidelines.</p>
<p>c. <a href="#">Handwashing and respiratory etiquette</a>;</p>	<p>Individuals will be encouraged to follow hygiene practices and sanitize/wash hands on a frequent basis and prior to breakfast and</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>lunch and upon return from breakfast, snack, lunch, and recess. Hand sanitizer stations will be available in common areas, hallways, and/or classrooms.</p> <p>Posters and signs will be displayed in highly visible locations that promote everyday protective measures, and how to stop the spread of germs.</p>
<p>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</p>	<p>The Carbondale Area School District will promote, implement, and monitor the frequent critical cleaning, disinfecting, and hygiene practices that are the responsibility of students and all staff. Such efforts include, but are not limited to, the following: more frequent and scheduled deep cleaning and sanitization by District facilities staff and transportation staff, providing each building and classroom with appropriate cleaning and disinfecting supplies to wipe down high traffic areas and points of contact throughout the day, the establishment of routine hand washing, and the posting of signage intended to remind students, staff, and visitors to follow CDC and DOH guidelines and District procedures.</p> <p>Individuals will participate in the cleaning/disinfecting of all high-touch surfaces throughout the day (water fountains, door handles, light switches, etc.) following posted Environmental Protection Agency (EPA)/CDC/manufacture guidelines. The cleaning of desks between class breaks on a frequent basis will follow posted EPA/CDC/manufacture guidelines, as feasible. District staff and students are provided with safe cleaning products (soap and water).</p> <p>Open ventilation systems, when feasible, will allow maximum air from outside to circulate. Ventilations will also be increased through the use of fans and the regular servicing and maintenance of District heating, ventilation, and air conditioning (HVAC) systems which will also improve air quality.</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>Air quality testing will occur regularly in each building.</p> <p>Buses will be supplied with cleaning and disinfecting supplies and cleaned regularly. Bus windows will be open to increase air circulation as weather conditions permit.</p>
<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>The most recent guidance from the PA Department of Health regarding contact tracing, isolation, and quarantine is the process for contact tracing, subsequent isolation, or quarantine and will remain in place. CASD will comply with mandated contact tracing, isolation, and quarantine expectations in collaboration with the PA DOH. Individuals seeking shortened quarantine are required to follow the CDC and PA DOH protocols.</p> <p>As mandated, the District will:</p> <ul style="list-style-type: none"> <li>• Maintain seating charts and signout procedures in all classrooms and instructional spaces</li> <li>• Identify close contacts of individuals with COVID-19 through the contact tracing process.</li> </ul> <p>As mandated, the District will:</p> <ul style="list-style-type: none"> <li>• Maintain a quarantine area in each building.</li> <li>• Require individuals experiencing COVID-19 symptoms while in one of the District’s buildings to report immediately to the designated quarantine location in that building.</li> </ul> <p>Carbondale Area School District will continue to monitor community transmission, vaccination coverage, screen testing, and occurrence of outbreaks to guide decisions on the level of layered prevention strategies. The District will also act as a resource to families regarding contact tracing, isolation, and</p>



ARP ESSER Requirement	Strategies, Policies, and Procedures
	quarantine as ordered by State and local health departments.
f. <a href="#">Diagnostic</a> and screening testing;	<p>Information regarding <a href="#">Symptoms &amp; Testing</a> is provided to students, parents, and staff. It is provided through a variety of venues.</p> <p>Students and staff will be encouraged to conduct a symptom screen each morning before coming to school/work. School nurses will continue to monitor students throughout the school day and act as resource to families.</p>
g. Efforts to provide <a href="#">vaccinations to school communities</a> ;	<p>Vaccine clinics for staff, community, and children (age appropriate) were held in Spring 2021, Fall 2021, and Spring 2022, at Carbondale Area School District. The District will consider being a host site again for a provider to administer vaccinations to students and school employees.</p> <p>We have provided comprehensive COVID information to our school community regarding <a href="#">COVID vaccination</a> and COVID-related information is on the District website under <i>COVID-19 Updates &amp; Information</i>.</p>
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	Individual student needs are documented in students' IEPs or 504s. (Individual student needs will be evaluated on a case-by-case basis.)
i. Coordination with state and local health officials.	The Pandemic Coordinator, Pandemic Team, and school nurses will continue to collaborate and coordinate health and safety items with state and local health officials, as appropriate.

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Carbondale Area School District** reviewed and approved the Health and Safety Plan on **July 19, 2021. It was updated on December 22, 2021, February 21, 2022, March 21, 2022, and June 29, 2022.**

The plan was approved by a vote of:

Yes  
 No

Affirmed on: **July 19, 2021. Most recent update on June 29, 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.