



# 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: Lincoln Charter School

**Initial Effective Date: March 16, 2020**

**Date of Last Review: July 27, 2021**

**Date of Last Revision: July 1, 2021**

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? Lincoln Charter School has continued with the following procedures since March 16, 2020:

Mask wearing inside the school

Social Distancing

Temperature Taken prior to entering the building

Hand washing and sanitizing

Clorox 360 Daily

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?

Lincoln Charter School has experienced students in-person, fully remote, and hybrid. Lincoln Charter School comprehensively analyzed our students' learning using STAR, CDT, and Literacy Footprints. The school implemented numerous interventions, including after-school tutoring, summer program, and one-on-one interventions. Various terms are used to describe how schools reduce the transmission of disease through alternative instructional models. No matter which instructional model a school entity has selected, schools must implement the Health and Safety Plans approved by their local governing body and all associated mitigation strategies, including applicable orders of the Secretary of Health.

**Full In-person Model:** School is open each day with in-person instruction for all students (with some students/staff in a remote setting as health and safety concerns require).

**Blended (Hybrid) Learning Model:** Any model in which the Number of students in a school building is reduced allows for the social distancing of 6 feet. This may be accomplished in many ways, including split schedules, schedules that rotate by day or week, or similar approaches. For these recommendations, blended learning also includes scaffolded techniques that treat grade levels in a differentiated manner. (We wrote for all three phases GREEN, YELLOW, & RED)

**Full Remote Learning Model:** Any model in which all students engage in all learning remotely. Lincoln Charter is committed to having all students in person as long as the

COVID-19 Number stays in the moderate range of 10 to 100.

Lincoln Charter School has provided weekly meetings with our staff, including emotional check-ins, mission moments, and social and emotional learning. The students' needs have been met in multiple ways, including opening a wellness center and working with our community partners. Lincoln Charter School provided meals to all students in the West End Community since the pandemic began. The school provided meals from the building and created a mobile feeding program delivering meals to all of our students. Lincoln Charter School has applied for the Mobile Food Distribution. (PDE requires a parent registration.)

Five days of breakfast and lunch can be provided to LCS students, but not siblings. The waiver has been extended for the entire 2021-2022 non- congregate setting.

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. <b>Universal and correct wearing of <u>masks</u>;</b></p>	<p>Lincoln Charter School requires all students and staff to wear a mask inside of the school building. Under what circumstances are students permitted to remove their face coverings (e.g., masks and face shields)?                      Every Student must wear a mask when social distancing is impossible (walking in the hallways, standing in line, working in groups).                      Each staff member must wear a mask. Staff may remove the face covers when it hinders instruction.                      If you have a reason you can't wear a mask, please see Human Resources. Schools may allow students to remove face coverings when students are:                      Eating or drinking when spaced at least 3 feet apart; or                      When wearing a face-covering creates an unsafe condition in which to operate equipment or execute a task.                      Children two years and older are required to wear a face-covering unless they have a medical or mental health condition or disability, documented under Section 504 of the Rehabilitation Act or IDEA, that</p>

	precludes wearing a face-covering in school. Accommodations for such students should be made in partnership with the Student's health care provider, school nurse, and IEP/504 team.
<b>b. <u>Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);</u></b>	Lincoln Charter School is utilizing all areas of the building to social distance the students by three feet.
<b>c. <u>Handwashing and respiratory etiquette;</u></b>	Lincoln Charter School has all students, and staff washes their hands three times a day and utilizes hand sanitizer throughout the day. The students and staff also receive hand sanitizer as they are entering the school.
<b>d. <u>Cleaning and maintaining healthy facilities, including improving ventilation;</u></b>	<p>Lincoln Charter School cleans the building throughout the day by spraying once everyone leaves, wiping down all surfaces throughout the day, and filling all hand sanitizer. In addition, the school improved the ventilation by introduced more exterior air into the building. We change the filters quarterly.</p> <p>Clean and disinfect plastic and metal playground equipment, particularly high-touch surfaces such as railings, handles, etc., frequently and routinely over each day.</p> <p>Have students and staff wash their hands or use hand sanitizer before and after being on playgrounds.</p> <p>Reinforce physical distancing of at least 6 feet during playground play.</p> <p>Limit the size of groups using the playground at any one time.</p> <p>Consider providing access to handwashing/sanitizing stations on the playground.</p> <p><b>Teacher Expectations</b></p> <p>Use hand sanitizer as you enter or leave any room</p> <p>Allow children to wipe desks with a wipe when leaving at the end of the day</p> <p>Make sure children use sanitizer any time they enter or leave the room</p> <p>Clean and sanitize your desk daily.</p> <p>Spray door handles down several times a day.</p> <p>Take children's temps before lunch and before leaving for the day</p>

	<p>Take your temp before leaving for the day</p> <p><b>Maintenance Daily Duties</b></p> <p>All rooms will be cleaned/ disinfected before arrival</p> <p>All rooms will be sprayed with the Clorox 360 sprayer several times a day (as possible)</p> <p>All rooms will be stocked with sanitizer and wipes as needed</p> <p>We will provide room coverage as needed</p> <p><b>Maintenance Weekly/Monthly Duties</b></p> <p>We will spray all HVAC units</p> <p>We will replace all HVAC filters</p>
<p><b>e. <u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;</b></p>	<p>Lincoln Charter School pandemic team completed contact tracing on all cases at LCS. In addition, the school had classrooms isolate and quarantine. Lincoln Charter School worked very closely with the local health bureau and the state to ensure the school followed protocols.</p> <p>Public health staff is responsible for case investigation and contact tracing for every case of COVID-19, regardless of the level of community transmission or the Number of issues identified in the school setting. Refer to DOH's Contact Tracing Frequently Asked Questions for a complete overview of the case investigation and contact tracing process.</p> <p>Cases are people who have been infected with the virus that causes COVID-19. The Centers for Disease Control and Prevention (CDC) case definitions Opens In A New Window for COVID-19 include confirmed and probable cases.</p> <p>Isolation is when the public health staff direct cases to stay home, in a hospital, or in a care facility to ensure they do not expose others to COVID-19. Individuals who are experiencing symptoms of COVID-19 should be immediately isolated while waiting for test results. Public health staff handles case investigation steps, including determining close contacts during the infectious period.</p>

	<p>Close contacts are individuals who have been exposed (within 6 feet distance for at least 15 consecutive minutes) to someone who is a case during the infectious period. It is unknown if the contact will develop COVID-19. Public health staff determines close contacts after a case interview. It might be challenging to determine whether individuals are contacts in some school situations or whether an entire cohort, classroom, or another group (extracurricular activity members) might need to be considered exposed, mainly if people have spent time together indoors.</p> <p>Public health staff will work with school administrators to determine whether entire classrooms or other cohort groups need to be quarantined. Based on these discussions, public health staff will direct close contacts to quarantine for 14 days from the last exposure to the case; this includes household contacts (like siblings and parents/guardians/caregivers) who attend or work in other schools.  <a href="https://www">https://www</a>.</p>
<p><b>f. <u>Diagnostic</u> and screening testing;</b></p>	<p>Lincoln Charter School is not doing COVID-19 in the building. However, Lincoln Charter School hosted meet CATE to test the community.</p>
<p><b>g. Efforts to provide <u>vaccinations to school communities</u>;</b></p>	<p>Lincoln Charter School had a vaccination clinic in partnership with the Rite Aid held of the staff received their vaccination during the clinic. Lincoln Charter School will be hosting vaccination clinics at the school's wellness center.</p>
<p><b>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</b></p>	<p>Lincoln Charter School license nurse works very closely with families to ensure that we are meeting the medical needs of all of our students. In addition the school has an identified CARES team that assistance families.</p>
<p><b>i. Coordination with state and local health officials.</b></p>	<p>Lincoln Charter School works closely with the local and state health bureau to align all procedures. The school also follows the CDC and the PDE guidelines.</p>



## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Lincoln Charter School reviewed and will approve the Health and Safety Plan on **August 5, 2021**

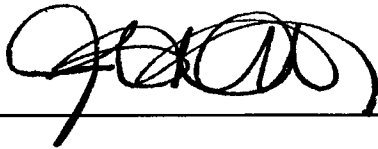
A vote approved the plan of:

Yes

No

Affirmed on: **August 5, 2021**

By:



*(Signature\* of Board President)*

Edquina Washington

*(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 is needed.