



# 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: **Mercer County Career Center**

Initial Effective Date: **June 22, 2021**

Date of Last Review: **August 24, 2021**

Date of Last Revision: **January 25, 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?**

Mercer County Career Center has stayed current with the most recent guidance from the CDC, PA Department of Health, and the Pennsylvania Department of Education. We continue to rely on the information of sending school districts when making decisions for safety of all students, staff, and the community. Mercer County Career Center will continue to cooperate and communicate with our sending school districts and other educational partners to implement appropriate prevention and mitigation protocols in response to the level of community spread. Mercer County Career Center will continue to maximize the amount of in-person learning for our students in the safest manner possible.

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?**

Mercer County Career Center will continue to offer services that focus not only on the educational needs of the students but the social, emotional, mental health and other needs that may arise in coordination with our sending school districts. This coordination of services with sending districts combined with professional development for all staff on best practices will be used to identify areas of needs and remediation strategies for students.

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>Mask mandates may follow the requirements of the CDC, PA DOH and other local agencies in direct cooperation with our sending schools. It is strongly recommended that unvaccinated individuals wear masks, at all times, while in congregate settings where recommended distancing is not practicable. Changes may be necessary depending on current cases, health &amp; safety advisories or orders from the CDC, PADOH, PDE or other local authorities up to and including implementing a universal masking order.</p>                               |
| <p>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</p>         | <p>Students and employees will be encouraged to maintain physical distance to the maximum extent feasible and appropriate.</p>  |
| <p>c. <a href="#">Handwashing and respiratory etiquette</a>;</p>  | <p><a href="#">Guidelines for hand-washing and other best practices.</a></p> <p><a href="#">Posting of signs in highly visible locations that promote everyday proactive practices.</a></p> <p>Frequent hand washing will be encouraged for all individuals. Hand sanitizer will be readily available throughout the school building.</p>   |
| <p>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</p> | <p><u>Sanitization Requirements</u><br/>Clean and sanitize each classroom, restroom, hallway, transportation vehicles and touch points per <a href="#">CDC recommendations</a>.</p> <p><u>Classrooms</u><br/>Nightly cleaning including sanitizing and disinfecting per <a href="#">CDC recommendations</a>.</p> <p><u>Ventilation</u><br/>Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible. Air purifiers have been installed in office areas and classrooms with less access to ventilation.</p> |

| ARP ESSER Requirement   | Strategies, Policies, and Procedures   |
|---|--|
| <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>Each case (or possible case) will be handled on an individual basis as each case may have different factors that impact the decision-making process such as vaccination status. All student and staff should not come to school and should notify school officials if they have COVID-19 symptoms, are diagnosed with COVID-19 symptoms, are waiting test results, or have been exposed to someone with symptoms or a confirmed case.</p> <p>In general, if a student or staff member is identified with COVID symptoms while in school or prior to attending school the school will follow the prescribed PA DoH recommendations. MCCC will immediately separate individuals with symptoms and contact family members immediately.</p> <p>Areas used by the sick/symptomatic will be closed off and areas will not be used until after a thorough cleaning/disinfection.</p> <p>To the best extent possible quarantines for sick/symptomatic individuals per PADOH/CDC guidelines may be implemented as they apply to vaccinated and non-vaccinated individuals in cooperation with sending schools</p> <p>To the best extent possible MCCC will contact trace, isolate and/or quarantine ill students and staff to contain the spread of COVID-19 in cooperation with sending schools.</p> <p>MCCC will follow necessary reporting requirements and post weekly positive cases on its webpage.</p> <p>All new procedures will be evaluated regularly and may be adjusted as needed.</p> |
| <p>f. <a href="#">Diagnostic</a> and screening testing;</p>   | <p>All individuals should still closely monitor their own symptoms and should stay home if symptomatic.</p> <p>It is critically important for employees and</p>  |

| ARP ESSER Requirement   | Strategies, Policies, and Procedures  |
|---|---|
|   | <p>students to stay home regardless of whether their symptoms are indicative of COVID, influenza, or other infections that are more commonly transmitted through close personal contact.</p> <p>Employees and parents/guardians of students are required to report positive diagnosis of COVID-19 to administration. MCCC will coordinate with sending districts to report cases and contact tracing will continue.</p> |
| <p>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</p>                                    | <p>Mercer County Career Center will collaborate with all local pharmacies and agencies who provide vaccination efforts to our sending districts as well as our sending districts to provide communication regarding vaccination opportunities to the school community.</p>  |
| <p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p> | <p>Students with disabilities will have access to the same programs and opportunities as non-disabled peers, as well as accommodations detailed within their IEP or 504 plan based on their individual needs.</p>   |
| <p>i. Coordination with state and local health officials.</p>   | <p>Mercer County Career Center will collaborate with state and local health officials coordinate with sending districts as well as attend regular updates through MIU IV.</p>   |

**Health and Safety Plan Governing Body Affirmation Statement**

The Board of Directors/Trustees for **Mercer County Career Center reviewed** and approved the Health and Safety Plan on **January 25, 2022**

The plan was approved by a vote of:

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

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

Affirmed on: **January 25, 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.