



Health and Safety Plan

2020 – 2021

Health and Safety Plan for Appalachia Intermediate Unit 8

Appalachia Intermediate Unit 8 (IU 8) has created a Health and Safety Plan to serve as our organization's guidelines for all programs and services to reopen safely. Our guidelines are tailored to the uniqueness of the programs and services provided by IU 8. The development of this plan was created through multiple work groups that make up our IU 8 Pandemic Team. The formation of our IU 8 Pandemic Team was strategic as to execute and maintain a span of control for the IU8 Health & Safety Plan across our four-county area, multiple program locations, and provided services. This approach enables our organization to be nimble, standardized, and united in our efforts. This approach also allows our organization to be responsive at all levels and to work together more effectively and efficiently no matter what the cause, size, or complexity of the planning and implementation of operations, logistics and resource management, finances, supporting technologies, communications, and professional learning needs. Special consideration was given in the development of our plan that we 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. At the time of the development of the IU 8 Health and Safety Plan, our IU8 Pandemic Team was informed by guidance provided by the Pennsylvania Department of Education (PDE), the Office of Child Development and Early Learning (ODCEL), the Pennsylvania Department of Health (PA-DOH), the Center for Disease Control (CDC), and Governor Wolf's Process to Reopen Pennsylvania.

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Identify Type of Reopening

Red Phase: It is anticipated that all schools will be closed to in-person instruction during any period where the Governor identifies a county or multiple counties with a Red Phase/stay-at-home order. Thus, at any time a county is identified as in a Red Phase, all instruction must be provided using virtual and/or on-line teaching for remote learning. The plan for delivering virtual instruction for remote learning is outlined in IU8's Continuity of Education Plan.

Yellow and Green Phases: IU8 anticipates a total reopen for all students and staff with options for virtual and/or on-line teaching for remote learning, based on the needs of our educational partners, as well as the learners we serve.

IU8 anticipates a total reopen for all staff beginning August 17, 2020 and for students on the first date designated for students to report, as identified on the IU8 approved calendar for Early Intervention/Preschool programs and the approved school district calendar where the IU8-operated educational program is hosted.

Pandemic Coordinator/Team

Individual(s)	Stakeholder Group Represented	Pandemic Team Role and Responsibilities <ul style="list-style-type: none"> ▪ Health and Safety Plan Development ▪ Pandemic Crisis Response Team ▪ Both (Plan Development and Response Team)
LEVEL 1		
Dr. Thomas Butler	Executive Director	Pandemic Coordinator and Both
Dr. Amy Woomer	Chief Education Officer	Both (Plan Development and Response Team)
Jennifer Anderson	Director of Professional Learning & Organizational Development	Both (Plan Development and Response Team)
Janel Vancas	Director of Curriculum	Both (Plan Development and Response Team)
Jason McMillen	Director of Business Services	Both (Plan Development and Response Team)
Karlle Travis-Shook	Assistant Director of Business Services	Both (Plan Development and Response Team)
Dr. Malynda Maurer	Director of Innovation, Incubation & Development/CEO CPDLF	Both (Plan Development and Response Team)

Dr. Hobart Harmon	Administrator for Strategic Advancement	Health & Safety Plan Development
David Stultz	Supervisor of Facilities & Logistical Services	Both (Plan Development and Response Team)
LEVEL 2		
David Hann	Technology Administrator	Health and Safety Plan Development
Patty Motchenbaugh	Transportation Coordinator	Health and Safety Plan Development
Marie Link	Student Data Manager	Health and Safety Plan Development
COUNTY BRANCHES		
Chris Lewis*	Supervisor	Both (Plan Development and Response Team)
Julie Della	Supervisor	Health and Safety Plan Development
Dr. Kara Madara	Supervisor	Health and Safety Plan Development
Sue Knarr	Supervisor	Health and Safety Plan Development
Charlotte Ecklund	Supervisor	Health and Safety Plan Development
Troy Eppley*	Supervisor	Both (Plan Development and Response Team)
Brad Theys*	Supervisor	Both (Plan Development and Response Team)
Barbara Cassel*	Supervisor	Both (Plan Development and Response Team)
Jason Wasovich	Supervisor	Health and Safety Plan Development

*IU8 Satellite Office Manager/POC

Domain Summary: Pandemic Coordinator/Team

Our Pandemic Team formation and alignment positions IU 8 to execute and maintain a span of control for the IU8 Health & Safety Plan. This approach enables our organization to be nimble, standardized, and united in our efforts. This approach enables our organization to be responsive at all levels and to work together more effectively and efficiently to manage incidents no matter what the cause, size, or complexity. IU 8 uses the action levels of prevention, protection, mitigation, response, and recovery to guide the planning for IU 8's Phased Reopening Plan. In the development of our Health and Safety Plan, special consideration was given to the fluidity of coronavirus/emerging infectious diseases that we 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.

Key Strategies, Policies, and Procedures

Cleaning, Sanitizing, Disinfecting and Ventilation					
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>Same as Green Phase with the following:</p> <ul style="list-style-type: none"> Additional considerations for classrooms of students with higher risk for severe illness will include air purifiers to be provided as available and appropriate 	<p>-Any surfaces that are not frequently touched will be cleaned regularly using soap and water</p> <p>-Dirty surfaces and frequently touched surfaces* will be cleaned with soap and water before disinfecting the surface</p> <p>-Frequently touched surfaces and objects* will be disinfected (wearing gloves, followed by proper washing of hands upon removal of gloves) using an approved product (*frequently touched surfaces and items include: tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, faucets/sinks, touch screens)</p> <p>-Soft and porous materials will be eliminated across all settings as much as is feasible. Any items that can not be cleaned should be removed from the environment</p> <p>-Students and adults are not to access communal water fountains and be provided another option.</p> <p>-Any outside equipment used by children, such as playground equipment, will have normal, routine cleaning. Per CDC guidance, outdoor equipment does not require disinfecting. Staff who supervise</p>	<p>*David Stultz</p> <p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Jennifer Anderson</p> <p>Janel Vancas</p>	<p>-All facilities personnel are provided cleaning protocols and supervision by our Supervisor of Facilities and Logistical Services</p> <p>-All staff will be provided with face coverings, gloves and approved cleaners and disinfectants</p> <p>-Staff will follow all instructions to safely and properly use the cleaners and disinfectant(s) provided</p> <p>-All staff are responsible for implementing appropriate and reasonable cleaning efforts across the spaces each occupies to contribute to a safe and healthy work/learning environment for all</p> <p>-All staff will contribute to the cleaning and disinfecting of personal equipment including desktops, tables, desks, phones, keyboards,</p>	<p>Y - PD will be required for proper cleaning of IU facilities for custodial staff.</p>

		children using outdoor equipment will be mindful of routine cleaning of high touch surfaces like railings and grab bars. Wooden surfaces require no more cleaning than would be typical.		<p>touchscreens, light switches, etc.</p> <p>When and how to use hand sanitizer https://www.cdc.gov/handwashing/show-me-the-science-hand-sanitizer.html</p> <p>When to wear gloves https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/gloves.html</p> <p>Plan, prepare, respond https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html</p> <p>Reopening Guidance for cleaning and disinfecting workplaces and schools https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html</p>	
Other cleaning, sanitizing, disinfecting, and ventilation practices	-Same as in Green Phase	-Training conference rooms/meeting locations that are occupied and separated by morning and afternoon groups will be prioritized for cleaning and disinfecting between training sessions.	*Jennifer Anderson All Consultants David Stultz		Y - PD will be required for proper cleaning of IU facilities for custodial staff.
Other cleaning, sanitizing, disinfecting, and ventilation practices	-Same as in Green Phase	-STEM Lending Center team will develop and implement specific cleaning, disinfecting and sanitizing protocols for all items and equipment prior to loaning, as well as steps for entities to follow prior to returning all items and equipment.	*Janel Vancas Lending Center Team David Stultz	Internal resource: STEM Lending Center Protocol for cleaning, disinfecting and sanitizing.	N

		-STEM Lending Center will have cleaning, disinfecting and sanitizing protocols for all items and equipment received from a borrowing entity.			
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Domain Summary: Cleaning, Sanitizing, Disinfecting, and Ventilation

Social Distancing and Other Safety Protocols					
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>-Same as in Green Phase</p>	<p>- Across all spaces and locations, both office and classrooms, IU8, will to the maximum extent that is possible, consider and apply methods to distance staff and students up to the maximum of 6 feet, per CDC recommendations.</p> <p>-In any area where the maximum of 6 feet is not possible, other recommendations will be applied, including using plexiglass barriers, or providing additional protective equipment including masks, face shields and gowns for adult use.</p> <p>-all tables and desks will be positioned and/or used in a way whereby students are not seated face-to-face and distanced as much as possible</p> <p>- IU8 serves many learners who require direct adult assistance within and outside of a classroom. When recommended distancing between student and support provider is not able to be maintained, due to student need, the adults will, at all times, wear</p>	<p>*Dr. Woomer</p> <p>Dr. Butler</p> <p>Jennifer Anderson</p> <p>David Stultz</p> <p>All Supervisors</p> <p>All Professional Personnel</p> <p>All Support Personnel</p>	<p>People with disabilities https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-disabilities.html</p> <p>Schools and Childcare Settings https://www.cdc.gov/flu/pandemic-resources/archived/schools-child-care-planning.html</p> <p>Correctional and Detention Facilities https://www.cdc.gov/coronavirus/2019-ncov/community/correction-detention/index.html</p>	<p>N- general guidelines for social distancing are clear and able to be considered and managed by all IU8 programs and locations. Program supervisors, professional staff and support staff can review environments and locations to make adjustments as needed to social distance to the maximum extent possible.</p>

		<p>protective equipment including facemask, face shield, disposable gloves and a gown (where appropriate).</p> <p>-IU8 serves adult learners for training and technical assistance within IU8 conference/meeting spaces. All IU8 conference/meetings spaces have been physically reconfigured to honor social distancing of 6 feet between individuals. Registration is required for all training opportunities. Registration aligns with conference/meeting space participant capacities. No walk-ins are permitted..</p> <p>-all office spaces for staff will be reviewed for the six feet of distancing that is recommended. Spaces will be reconfigured where feasible to maximize distancing while in the working environment.</p>			
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>-Same as in Green Phase</p> <p>-IU8 will also follow the local guidance for cafeteria and common area use established by any CTC or school district where an IU8 classroom or program is hosted.</p>	<p>-There is no evidence that handling or eating food is associated with COVID-19</p> <p>-Basic food safety applies to any food preparation or distribution to students across all locations, within and outside a school or IU8 office building.</p> <p>-Snack foods provided to students while in a classroom will be pre-packaged into individualized servings to the maximum extent possible.</p> <p>-Any adult or student who is handling food must practice proper hand washing (soap/water/20 sec) before donning gloves prior to food handling, properly remove/ dispose of the gloves after food handling, then properly wash hands again.</p>	<p>*Dr. Woomer</p> <p>Dr. Butler</p> <p>All Supervisors</p> <p>All Professional Personnel</p> <p>All Support Personnel</p>	<p>Guidance for Cleaning & Disinfecting: https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf</p> <p>Food & COVID: https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/food-and-COVID-19.html</p> <p>When and how to use hand sanitizer https://www.cdc.gov/handwashing/show-</p>	<p>N- All adults serving and supporting learners across all settings are able to apply food safety guidelines in the settings and locations each serves.</p>

		<p>-Any time hand washing (soap and water for 20 sec.) is not an option, hand sanitizer (min. 60% alcohol) is to be used.</p> <p>-Any classroom where specialized food preparation is required based on individual student's need, the adult preparing the food for the student must follow the cleaning guidelines for all surfaces prior to food preparation (including food prep sink and general area) and food cleanup.</p> <p>-classrooms where daily food preparation is part of the curriculum will follow structured site-based guidelines.</p> <p>-Community-based eating (i.e. restaurants and eateries) will not be permitted until social distancing restrictions for restaurants are removed across the state of Pennsylvania.</p>		me-the-science-hand-sanitizer.html	
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>-Same as in Green Phase</p>	<p>-All staff and students should engage in hand-washing (soap & water/20 sec.):</p> <ul style="list-style-type: none"> ● Upon arrival and after breaks ● before any handling of food ● before and after engaging in physical assistance for direct contact with a student or other individual ● after using the restroom ● after the removal of disposable gloves worn for cleaning or the personal care of a student 	<p>*Dr. Woomer Dr. Butler All Supervisors All Professional Personnel All Support Personnel</p>	<p>Steps to Hand Washing: https://www.cdc.gov/handwashing/pdf/wash-your-hands-poster-english-508.pdf When and How to Wash Your Hands https://www.cdc.gov/handwashing/when-how-handwashing.html ! Washing Hands Videos: https://www.cdc.gov/handwashing/videos.html When and How to Use Hand Sanitizer</p>	<p>Y- all adults and students will be provided access to both visual cues (posters and handouts) for hand washing, as well as developmentally appropriate videos for hand washing. Adults supporting learners across all settings can offer both verbal and visual prompts, as well as modeling steps to hand</p>

				https://www.cdc.gov/handwashing/show-me-the-science-hand-sanitizer.html Before & After Diapering in School/Childcare Settings https://www.cdc.gov/healthywater/hygiene/diapering/index.html When to wear gloves https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/gloves.html	washing as is needed and appropriate for the learners.
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>-Same as in Green Phase</p> <p>-In any yellow phase, adjustments will be made to shift in-person meetings and trainings to virtual to the maximum extent possible.</p>	<p><u>IU8 Office Buildings:</u></p> <p>All entrances have signs that are red indicating “masks are required”. All entrances have hand sanitizer, disinfectant wipes, and gloves.</p> <p>Hallway floors will have social distancing dots to provide visual reminders to stay 6ft apart from others. Dots are placed in communal areas such as training hallways for staff and students engaging in activities/events in IU8 conference rooms.</p> <p>Restrooms have hand washing protocols by sink areas. CDC signage is in restroom stalls.</p> <p>- All conference rooms have an adjusted maximum capacity (none to exceed 25 participants) as well as reconfigurations to ensure proper distancing during any in-person meeting or training.</p>	<p>*David Stultz</p> <p>Jennifer Anderson</p>	<p>CDC Signage print resources https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date::desc <u>Office Buildings:</u> When and How to Wash Your Hands https://www.cdc.gov/handwashing/when-how-handwashing.html ! When and How to Use Hand Sanitizer https://www.cdc.gov/handwashing/show-me-the-science-hand-sanitizer.html <u>Classrooms:</u> When and How to Wash Your Hands https://www.cdc.gov/handwashing/when-how-handwashing.html !</p>	<p>N- signage will be provided for posting and use across IU8 locations.</p>

		<p><u>IU8 Classrooms:</u></p> <p>Pictorial step-by-step instructions for handwashing by sinks</p> <p>Pictorial step-by-step instructions by hand sanitizers</p> <p>Restrooms and Diapering areas have gloves available for staff</p>		<p>When and How to Use Hand Sanitizer https://www.cdc.gov/handwashing/show-me-the-science-hand-sanitizer.html Before & After Diapering in School/Childcare Settings https://www.cdc.gov/healthywater/hygiene/diapering/index.html When to wear gloves https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/gloves.html</p>	
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>-Same as in Green Phase</p>	<p>– The IU8 Team Guide has established a strict limit to visitors at IU8 offices and classroom locations. During this time of COVID, it is necessary to further restrict visitation to both offices and classrooms.</p> <p>-IU8 Offices: All members assigned to an IU8 office location must limit any visitation to an IU8 office that the member is not assigned. In addition, all members must develop a schedule that eliminates multiple office visits. Schedules will be reviewed and approved by the program supervisor who is responsible for meaningful planning to reduce every member’s “footprint” as much as is possible.</p> <p>-All visitors participating in a face-to-face training must be pre-registered to ensure the maximum capacity with proper social distancing is not exceeded. There are no “walk-in” participants for training permitted.</p>	<p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Jennifer Anderson</p> <p>Janel Vancas</p> <p>Jason McMillen</p> <p>Karlie Travis-Shook</p> <p>David Stultz</p> <p>All Professional Staff</p> <p>All Support Staff</p>	<p>Stop the Spread, Know the Symptoms: https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf</p>	<p>Y- Administration and Program Supervisors will review expectations across all locations and settings to reduce and/or prohibit non-essential individuals from entering IU8 offices and classrooms to the greatest extent necessary.</p>

		<p>-IU8 members are to connect with colleagues and others for work, using virtual means, to the maximum extent possible.</p> <p>-Until further notice, no visitors, including family members of students, are permitted in any IU8 operated classroom when students are present.</p> <p>- IU8 staff may not permit any visitors in any IU8 classroom at any time.</p> <p>-Evaluations of students and parent/team meetings may be held with social distancing with safety practices in place if there no virtual option to ensure parent participation. If an in-person meeting is needed, consider having a “blended” meeting where the parent, teacher and LEA are on-site and other members participate virtually. Document manner of participation accurately on all documents, noting anyone who participated in a virtual or phone manner. Prior to any on-site meeting with a parent, facilitate the COVID questionnaire/ assessment. If the questionnaire results in any “yes” response, the meeting should either be rescheduled, or if timelines do not allow, host the meeting by phone. Offer all parents the option to have a virtual meeting when full and meaningful participation can be afforded to the parent.</p> <p>-Non-essential visitors and volunteers are not permitted in any IU8 office or IU8 classrooms.</p> <p>-Any program seeking a request from a cooperating university for Fall</p>			
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		<p>placements must be brought to the Chief Education Officer for review. No in-person classroom observations are permitted without prior approval by Administration.</p> <p>-IU8 will follow the Health and Safety Plans of any site or location hosting an IU8 office, program, or classroom.</p>			
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>-Limits to outdoor equipment, such as playgrounds may need to be curtailed during a yellow phase in response to heightened safety and precautions. Recommended guidance will be followed for outdoor spaces like playgrounds.</p> <p>-Continue to prioritize physical movement and play activities for children that maintain distancing and reduce direct physical contact.</p>	<p>-Any outside equipment used by children, like playground equipment, will have normal, routine cleaning. Per CDC guidance, outdoor equipment does not require disinfecting. Staff who supervise children using outdoor equipment will be mindful of routine cleaning of high touch surfaces like railings and grab bars. Wooden surfaces require no more cleaning than would be typical.</p> <p>-Physical movement and activity is critically important for all children. IU8 staff will plan physical activities that reduce opportunities for direct physical contact during all times for movement and play.</p>	<p>*Dr. Woomer Dr. Butler IU8 Program Supervisors All Professional Staff All Support Staff</p>	<p>Considerations for Youth Sports https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html</p> <p>Guidance for Cleaning & Disinfecting: https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Opening_America_Cleaning_Disinfection_Decision_Tool.pdf</p>	<p>N- The adults who are assisting and supporting learners are able to consider the environments, both inside and outside, that support physical movement and play to determine how those environments can be cleaned. If any equipment is not able to be cleaned, based on the review and consideration of the adults who manage the environment, the equipment will not be made available and alternate activities for movement and play will be planned.</p>

<p>Limiting the sharing of materials among students</p>	<p>-Same as in Green Phase</p>	<p>-Discourage sharing of items that are difficult to clean or disinfect.</p> <p>-Clean instructional materials between uses and disinfect where appropriate</p> <p>-Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas.</p> <p>-Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.</p>	<p>*Dr. Woomer</p> <p>Dr. Butler</p> <p>IU8 Program Supervisors</p> <p>All Professional Staff</p> <p>All Support Staff</p>	<p>Guidance for Cleaning & Disinfecting:</p> <p>https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Reopening_America_Cleaning_Disinfection_Decision_Tool.pdf</p>	<p>N- Program supervisors in collaboration with the staff will review the environment(s) to identify shared items, options to limit the sharing, and methods to clean and/or disinfect shared materials, as needed.</p>
<p>Staggering the use of communal spaces and hallways</p>	<p>-Same as in Green Phase</p>	<p>-During our initial reentry, every member entering our buildings and/or classrooms must be mindful of how to access and navigate common spaces to recognize the importance of social distancing for the safety of ourselves and others.</p> <p>-Slow and/or staggered reentry for students will be planned as needed to ensure a safe and supportive process of reentry.</p> <p>-Visual prompts will be added to areas to remind students and staff of social distancing requirements as well as requirements to wear face coverings/face masks.</p>	<p>Dr. Butler</p> <p>David Stultz</p> <p>Dr. Woomer</p> <p>Satellite Office Managers</p> <p>Program Supervisors</p>	<p>Please Wear a Cloth Face Covering:</p> <p>https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering-building-entrance.pdf</p> <p>Considerations for Wearing Cloth Face Coverings:</p> <p>https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html</p> <p>How to Safely Wear and Take off a Cloth Face Covering:</p> <p>https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf</p>	<p>N- Plans for staggering will be location and program specific.</p>

<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>-Same as in Green Phase</p>	<p>-IU8 does contract with various transportation agencies who provide individualized transportation to students. IU8's transportation coordinator will work collaboratively with all transporters for proper distancing of students on all transport, as well as ensuring face coverings are required for all students while being transported. In addition, cleaning, sanitizing and disinfecting protocols will be reviewed as this applies to the van transportation.</p> <p>-All IU8 staff who transport students will ensure students and staff are distanced while in the vehicle, all are wearing masks, and cleaning of high-touch areas (handles, arm rests, grab bars, etc.) is done at entry/exit.</p>	<p>*Patty Motchenbaugh</p> <p>Jason McMillen</p> <p>Karlie Travis-Shook</p> <p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Program Supervisors</p> <p>Professional & Support Staff Transporting Students</p>	<p>Disinfecting non-emergency transportation vehicles</p> <p>https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/disinfecting-transport-vehicles.html</p> <p>PDE Guidance for Busing and Transportation</p> <p>https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx</p>	<p>N</p>
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>-Same as in Green Phase</p>	<p>-To the maximum extent possible, all student groups (practice of "cohorting") will be limited to the classroom each is participating for all activities.</p> <p>-Times for activity and play for our youngest learners will need to be scheduled and planned in coordination with other classrooms to ensure each group is afforded access to shared spaces.</p>	<p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Program Supervisors</p> <p>Program Coordinators</p> <p>Professional & Support Staff Transporting Students</p>		<p>N</p>
<p>Coordinating with local childcare regarding on site care, transportation</p>	<p>-Same as in Green Phase</p>	<p>-Every childcare center is required to develop a site-based health & safety plan. IU8 will collaborate with all community partners to work within the</p>	<p>Dr. Butler</p> <p>Dr. Woomer</p>	<p>Copies of collaborative partners's Health & Safety plans for</p>	<p>Y- H&S Plans developed and provided to IU by collaborative</p>

<p>protocol changes and, when possible, revised hours of operation or modified school-year calendars</p>	<p>-In addition, if circumstances in a Yellow Phase prevent access to children in need of services, all providers will coordinate with families to facilitate a continuity of education through other plans as developed in coordination with the parent.</p>	<p>guidelines established by the center and IU8.</p> <p>-Considerations on tailoring the mode/method of instruction and/or service to limit access will be reviewed and considered, to the extent possible.</p> <p>-Program supervisors may need to consider “crosswalks” between center plans and IU8’s plans to ensure the highest standard of safety is followed while continuing to provide educational services to students participating with both centers and IU8.</p> <p>-Transportation will follow guidelines listed in section on transportation, above.</p>	<p>Jason McMillen</p> <p>Karlie Travis-Shook</p> <p>Patty Motchenbaugh</p> <p>Program Supervisors</p> <p>Program Coordinators</p> <p>Professional Staff Members</p>	<p>review and use as each applies to programs and services provided by IU8.</p>	<p>partners will be reviewed across program supervisors and with staff so appropriate planning and consideration of each location’s standards for health and safety.</p>
<p>Other social distancing and safety practices</p>	<p>-Face-to-face trainings and meetings will be limited to only those that can not be facilitated virtually.</p> <p>-Face coverings must be worn by all parties during any face-to-face meeting that must take place.</p> <p>-Hightended cleaning and disinfecting of the room and surfaces before and after any meeting or training will occur.</p> <p>-Training and meeting materials will be provided electronically to participants to the greatest extent possible.</p>	<p>-Face-to-face meetings and trainings will be limited to the maximum capacity allowable in each of IU8’s meeting and training rooms, based on social distancing recommendations. No “walk-in” participants will be permitted to ensure maximum capacity is not exceeded.</p> <p>-Cleaning and disinfecting before and after any face-to-face meeting will be prioritized.</p> <p>-Face coverings during any time of movement within the building, meeting, or training room will be required.</p> <p>-IU8 members are to connect with colleagues and others for work using virtual means, to the maximum extent possible.</p>	<p>*Jennifer Anderson</p> <p>*Janel Vancas</p> <p>Dr. Butler</p> <p>Dr. Woomer</p> <p>All Consultants</p> <p>All Professional Staff</p> <p>All Support Staff</p> <p>David Stultz</p> <p>David Hann</p>	<p>When and how to use hand sanitizer https://www.cdc.gov/handwashing/show-me-the-science-hand-sanitizer.html</p> <p>Stop the Spread, Know the Symptoms: https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID-19-symptoms.pdf</p> <p>Stay Home When You are Sick: https://www.cdc.gov/coronavirus/2019-ncov/downloads/StayHomeFromWork_Horizontal.pdf</p>	<p>Y- Training Support staff and Consultants overview of new rules governing registration, training rooms and capacity limits impacting registration, virtual opportunities, handling of participant materials, breaks, and physical space arrangements.</p>

	<p>- Consultants will plan for breaks/lunch times to avoid participants bottleneaking at room doorways, hallways, restrooms, etc..</p> <p>- Hand sanitizer will be provided in conference room/meeting locations.</p> <p>-Training/meeting participants will be asked to use the CDC Signs and Symptoms of COVID-19 sheet as guidance to complete a self-monitoring check prior to arriving at the IU and will stay home if ill.</p> <p>-If any individual becomes ill at any IU8 location, meeting or training, the individual will need to go home as quickly as possible. If leaving the premises will be delayed, the individual will need to isolate with a face covering/mask until leaving can be coordinated.</p>	<p>-Training and meeting materials will be provided to participants electronically to the greatest extent possible.</p> <p>- Consultants will plan for breaks/lunch times to avoid participants bottleneaking at room doorways, hallways, restrooms, etc..</p> <p>- Hand sanitizer will be provided in conference room/meeting locations.</p> <p>-Training/meeting participants will be asked to use the CDC Signs and Symptoms of COVID-19 sheet as guidance to complete a self-monitoring check prior to arriving at the IU and will stay home if ill.</p> <p>-If any individual becomes ill at any IU8 location, meeting or training, the individual will need to go home as quickly as possible. If leaving the premises will be delayed, the individual will need to isolate with a face covering/mask until leaving can be coordinated.</p>		<p>Considerations before entering a building: https://www.cdc.gov/coronavirus/2019-ncov/downloads/Please-Read.pdf</p> <p>Please Wear a Cloth Face Covering: https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering-building-entrance.pdf</p>	
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Domain Summary: Social Distancing and Other Safety Protocols

The Intermediate Unit is an educational service agency serving multiple counties and across a variety of educational settings, both school-based and community based. As such, IU8’s Health and Safety (H&S) Plan will reflect areas and locations within and outside IU8’s locus of control. For those areas within IU8’s locus of control, we will follow the plans and protocols established by IU8’s team and outlined across IU8’s H&S Plan. For any location outside of IU8’s locus of control, we will review the H&S plans developed by our collaborative partners and school districts and practice the health & safety as established, to the best of our ability.

All guidance for public schools has identified social distancing as a priority measure across all environments. As such, IU8 will honor the social distancing guidelines to the greatest extent that is possible, while also recognizing our responsibility to provide meaningful and necessary educational supports and services to all learners. IU8 will apply the action steps to social distance our learners, adjust our practices with any meals or snacks for our learners, prioritizing proper and

frequent handwashing, and adjust our practices to significantly limit or prevent non-essential personnel and visitors to IU8 locations. The Social Distancing and Other Safety Protocols section of our plan outlines the specific steps IU8 has planned and will employ across various settings and locations. We will review, adjust and update this section as needed in response to changes in health and safety guidance for schools, as well as in response to our local needs.

Monitoring Student and Staff Health					
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)
* Monitoring students and staff for symptoms and history of exposure	-Same as in Green Phase	<p>-Students: Using the CDC Signs and Symptoms of COVID-19 sheet as guidance, parents will complete a self-monitoring check on their child(ren) each morning before the school day.</p> <p>-Parents must ensure that no child(ren) with symptoms will be sent on a bus or brought to school if the child(ren) is/ are experiencing symptoms or an illness.</p> <p>-If any child is showing signs/symptoms related to COVID, staff will isolate the student and immediately contact the parent to arrange for the student to return home as quickly as possible.</p> <p>-Staff: On a daily basis and using the CDC Signs and Symptoms of COVID-19 sheet as guidance, staff will complete a self-monitoring check each morning prior to arrival to work and will stay home if ill.</p> <p>-If any staff, student or other individual becomes ill at any IU8 location, meeting or training, the</p>	<p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Jason McMillen</p> <p>Karlie Travis-Shook</p> <p>Janel Vancas</p> <p>Jennifer Anderson</p> <p>Dr. Maurer</p> <p>Dr. Harmon</p>	<p>Stay Home When You are Sick: https://www.cdc.gov/coronavirus/2019-ncov/downloads/StayHomeFromWork_Horizontal.pdf</p> <p>Considerations before entering a building: https://www.cdc.gov/coronavirus/2019-ncov/downloads/Please-Read.pdf</p> <p>Symptoms of COVID: https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc&Search=symptoms%20of%20coronavirus%20disease%202019</p> <p>Symptoms of COVID Video: https://www.youtube.com/watch?v=7zzfdYShvQU</p>	Y- All members, across all departments will be provided sessions for review of the H&S Plan, as well as review of the Guide provided to every member of the organization.

		<p>staff member, student or other individual will need to go home as quickly as possible. If leaving the premises will be delayed, the staff member, student or other individual will need to isolate with a face covering/mask until leaving can be coordinated.</p> <p>-IU8 members will refer to the Team Guide for additional information</p> <p>-Any cases of COVID by a member of the IU8 organization must report using the secure absence system to alert IU8 administration. Administration will work directly with the individual to assist and support per individual report.</p>			
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>-Same as in Green Phase</p>	<p>Isolation:</p> <p>Students: Classrooms will have designated areas where students can be isolated should they arrive ill. Given the individual circumstances of our classroom locations and our student population, the isolation space may be a separate area within the classroom location or at another location in the building. Students will be provided a face covering while in isolation until a parent/guardian arrives.</p> <p>Staff: If a staff member becomes ill while on-site at an IU office or classroom, the individual is to contact his/her immediate</p>	<p>All Administration</p> <p>All Professional Staff</p> <p>All Support Staff</p>	<p>When to wear gloves: https://www.cdc.gov/coronavirus/2019-ncov/pr-event-getting-sick/gloves.html</p> <p>Quarantine vs. Isolation: https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID-19-Quarantine-vs-Isolation.pdf</p> <p>What to do if you are sick: https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-to-isolate.html</p>	<p>Y- All members, across all departments will be provided sessions for review of the H&S Plan, as well as review of the Guide provided to every member of the</p>

		supervisor for assistance. The supervisor will assist and support the individual using the guides provided to ensure appropriate, reasonable and timely responses to the needs of the team member.		n-sick.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fabout%2Fsteps-when-sick.html	organization.
* Returning isolated or quarantined staff, students, or visitors to school	Same as in Green Phase	<p>Students: Parents must facilitate a daily screening of their child. If the child has any of the symptoms outlined, the child must not report and the parent is to consult with the child's pediatrician. Parents are asked to notify the classroom teacher if the absence may be COVID-19 related.</p> <p>If a child is directed by the medical professional to remain in their home, the child would not be able to return to a classroom without medical advice/guidance and release to do so.</p> <p>Staff: All staff have been provided detailed information regarding steps for return-to-work as outlined in an IU8 issued Guide..</p>	<p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Jason McMillen</p> <p>Karlie Travis-Shook</p> <p>Janel Vancas</p> <p>Jennifer Anderson</p> <p>Dr. Maurer</p>	<p>When is it safe to be around others:</p> <p>https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html</p>	Y- All members, across all departments will be provided sessions for review of the H&S Plan, as well as review of the Guide provided to every member of the organization.
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	-Same as in Green Phase	-Students and families: IU8 will exercise regularly used communication pathways including the IU8 website to notify students and families of school closures and within-school-year changes in safety protocols.	<p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Jason McMillen</p> <p>Karlie Travis-Shook</p>	IU-wide communication	

		<p>-Parent notification will be provided when needed using various methods (may be a phone call, email, letter, etc.) to keep parents updated with information.</p> <p>-The most current Board approved H&S Plan will be available on the IU8 website.</p> <p>-Staff: IU8 will use email accounts provided to every member of IU8 to communicate updates to health & safety plan and additional information related to schedule or calendar changes. IU8 email is the most dependable and accessible option as all staff have been provided a device and access has been confirmed for all members. Members may monitor IU8 email in a timely and consistent manner for access to updates and information to help them stay informed members of the organization.</p>	<p>Janel Vancas</p> <p>Jennifer Anderson</p> <p>Dr. Maurer</p> <p>Dr. Harmon</p> <p>IU Program Supervisors</p>		
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Domain Summary: Monitoring Student and Staff Health

Other Considerations for Students and Staff

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)
* Protecting students and staff at higher risk for severe illness	-Same as in Green Phase	-Students: In collaboration with families, IEP teams may review and consider the individual health needs of the child with complex needs, including health needs.	Dr. Butler Dr. Woomer	People at higher risk for severe illness: https://www.cdc.gov/coronavirus/2019-ncov/n	Y - All members of the child's team who

		<p>Teams may develop specialized plans for methods of instruction that may reduce overall exposure to others where possible and appropriate.</p> <p>-All EI classrooms and locations will employ consecutive and condensed class schedules for its learners. Learners' exposure to others who are outside their small learning group will be limited as much as possible.</p> <p>Classrooms will be equipped with masks, gloves, cleaning supplies, and hand sanitizer. Scheduled cleaning protocols are established for before, during and after instructional days.</p> <p>Staff: Staff who are at higher risk are provided information and recommendations by health organizations for their review and consideration.</p>	<p>Jason McMillen</p> <p>Karlie Travis-Shook</p> <p>Janel Vancas</p> <p>Jennifer Anderson</p> <p>Dr. Maurer</p> <p>Dr. Harmon</p>	<p>eed-extra-precautions/index.html</p> <p>When to where gloves https://www.cdc.gov/coronavirus/2019-ncov/pr-event-getting-sick/gloves.html</p>	<p>provide direct service will be provided information, as appropriate and required, on the plan for service and any safety protocols.</p>
<p>* Use of face coverings (masks or face shields) by all staff and students</p>	<p>-Same as in Green Phase</p>	<p>Students and Staff: IU8 will follow the PA Order Requiring Universal Face Coverings in all settings. This order effective on July 1, 2020, outlines the situations when a mask must be worn and includes limited exceptions to the face-covering requirement. The order applies to all individuals while in school entities, including public K-12 schools, charter schools and cyber schools. As well as parochial schools, CTCs and Intermediate Units.</p>	<p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Jason McMillen</p> <p>Karlie Travis-Shook</p> <p>Janel Vancas</p> <p>Jennifer Anderson</p> <p>Dr. Maurer</p>	<p>Masks and face coverings</p> <p>https://www.cdc.gov/coronavirus/2019-ncov/pr-event-getting-sick/diy-cloth-face-coverings.html</p> <p>PA Department of Education Q&A Face Coverings: https://www.education.pa.gov/Schools/safesc</p>	<p>N</p>

		<p>Non-educational placements must also follow this order.</p> <p>All early childhood centers and preschools including Early Intervention programs, Pre-K Counts, Head Start programs, locally funded prekindergarten must also follow this order.</p> <p>Schools may allow students to remove their face coverings when students are spaced at least 6 feet apart and are:</p> <ul style="list-style-type: none"> ● eating and drinking ● seated at tables or desks ● engaged in an activity <p>Face Coverings will be in effect until further notice.</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. A “face covering” can be made of a variety of synthetic or natural fabrics including cotton, silk, or linen, and, for the purposes of the order, can include a plastic face shield that covers the nose and mouth.</p> <p>-Anyone, staff or student who reports being unable to wear a mask or face shield due to a medical condition, including those with respiratory issues that impede breathing, a mental health condition or disability will be afforded the opportunity to engage in an interactive process regarding</p>	<p>Dr. Harmon</p> <p>All Professional Staff</p> <p>All Support Staff</p>	<p>hools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx</p>	
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		<p>the serious health condition or disability that may prevent the wearing of a mask for safety, health and welfare of self and others.</p> <p>-Students who would be unable to remove a mask without assistance are not required to wear a face covering, staff will ensure all individuals who support the student are practicing safety precautions, including wearing a mask and shield when providing direct service .</p> <p>-Individuals who are communicating or seeking to communicate with someone with a hearing impairment or some other disability, where the ability to see the mouth is essential to communication, are not required to wear a mask. IU8 will assist with providing another type of face covering such as a plastic face shield where appropriate.</p>			
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>-Same as in Green Phase</p>	<p>-Unique safety protocols for students with complex needs or other vulnerable individuals may be determined by the student team through individual plans of service, as appropriate. Plans for educational service through virtual or on-line means may be appropriate considerations for students with complex health needs.</p>	<p>Dr. Butler</p> <p>Dr. Woomer</p> <p>Program Supervisors</p> <p>IU8 Professional Staff</p>	<p>NA</p>	<p>Y - All members of the child's team who provide direct service will be provided information, as appropriate</p>

					and required, on the plan for service and any safety protocols.
Strategic deployment of staff		-Review staffing at each IU building location, record entry/exit to IU building location, and staggering schedules until August 17, 2020.	Dr. Butler Dr. Woomer Program Supervisors		N

Domain Summary: Other Considerations for Students and Staff

Health and Safety Plan Professional Development					
Topic	Audience	Lead Person & Position	Session Format	Materials, Resources, and or Supports Needed	Date
Health & Safety Plan Overview	All IU8 Associates	Dr. Butler Dr. Woomer Jennifer Anderson David Stultz	In-Person Virtual	Health and Safety Plan and identified materials, resources and supports outlined in the H&S Plan	8/11/2020
Health & Safety Plan and IU8 Employee Guide Q&A	All IU8 Associates	Supervisors	In-Person Virtual	Health and Safety Plan and identified materials, resources and supports outlined in the H&S Plan, IU8 Employee Guide	8/11/2020
Health & Safety Plan	All IU8 Associates	Dr. Butler	Various	Health and Safety Plan and identified	Ongoing and as

		Dr. Woomer Jennifer Anderson Supervisors		materials, resources and supports outlined in the H&S Plan, IU8 Employee Guide	necessary and responsive to PDE, OCDEL, PA-DOH, CDC, and the Governor's Office.
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Domain Summary: Professional Development

Appalachia Intermediate Unit 8 will prepare stakeholders with the necessary knowledge and skills to implement the H&S Plan as intended. Ongoing training will be provided as necessary and based upon guidance from the PDE, PA-DOH, CDC, and/or the Governor's Office.

Health and Safety Plan Communication					
Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Health & Safety Plan	Board of Directors	Dr. Thomas Butler	Board of Directors Meeting	7/23/2020	7/23/2020
Health & Safety Plan	IU 8 Personnel	IU8 Pandemic Team	Virtual In-Person, Electronic, ongoing	8/11/2020	June 2021
Health & Safety Plan	Staff, Students, Parents, Public	IU8 Pandemic Team	IU8 website, print	August 2020	June 2021

Domain Summary: Health and Safety Plan Communication

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Appalachia Intermediate Unit 8 reviewed and approved the Phased School Reopening Health and Safety Plan on July 23, 2020.

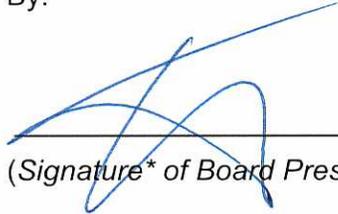
The plan was approved by a vote of:

Yes

No

Affirmed on: July 23, 2020

By:



(Signature of Board President)*

Mr. Thomas Bullington

(Print Name of Board President)