

St. Katharine Drexel Safety Plan

| Plan Requirement | Possible Considerations |
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| <p>Identification of a “pandemic coordinator” and/or “pandemic team” with defined roles and responsibilities for health and safety preparedness and response planning</p> | <ul style="list-style-type: none"> • Pandemic Coordinator Terrence Hudson Principal, Claire Leal Program Supervisor and Carolyn Connelly agency administrator. • Have at least 1 or 2 additional staff members to be named and assigned tasks • Notification and survey will be sent to parents and guardians detailing reopening procedures and contact information. This will also be posted on SEE SAW for parents. See attached |
| <p>Steps to <u>protect students and staff at higher risk for severe illness</u></p> | <ul style="list-style-type: none"> • Contact Bucks County Health department to establish connect in depart that will be addressing school plans and provide guidance and services. Also establish contact with Philadelphia health department due to students and staff residing in Philadelphia Nurse pandemic coordinator. See attached contact sheet for Bucks county and Philadelphia health department contacts • Provide SFSV attendance policy that is in already in place. HR Principal • Provide written/amended attendance policy for students. Continued access to online learning and virtual learning. No penalty for physical access. Clearly defined expectations for virtual participation. Principal Supervisor See attached • Identify staff and students that are at high risk. Change in hours for non-instructional staff. Possible virtual instruction for at risk instructional staff. HR principal See attached • All students will continue to have online access and options for virtual learning and instruction Principal supervisor. Students provide with Chrome Books and access to SEE SAW |

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| <p>Steps to <u>protect students and staff at higher risk for severe illness</u></p> | <ul style="list-style-type: none"> • Take temps for school employees and Students upon arrival. Arrival scheduled to be spaced out. Principal supervisor pandemic committee member. • Employees to be screen in screening room/ area prior to entering into classroom. Principal supervisor pandemic committee member. • Provide written/amended attendance policy for students. Continued access to online learning and virtual learning. No penalty for physical access. Clearly defined expectations for virtual participation. Principal supervisor See attached. • Provide SFSV attendance policy that is in already in place. Principal and supervisor. See attached |
| <p>Steps to take in relation to isolation or quarantine when a staff member, student or visitor becomes sick or demonstrates a history of exposure Guidelines for when an isolated or quarantined staff member, student, or visitor may return to school;</p> | <ul style="list-style-type: none"> • Create Isolation space in computer lab/ office area. • Must identify someone to pick up student no school transport if symptoms principal and supervisor • Use Identifies janitor/sanitation person to clean isolation room. Principal supervisor pandemic committee member. • Complete HIPPA compliant notification letters and phone call to notify staff family and health department of confirmed case nurse pandemic coordinator/ principal, Supervisor. See attached • Subscribed to one call regarding closures or mass notification. Use see saw to provide mass notification. Provide letters home to provide mass notifications. Principals/Pandemic coordinator/ supervisor • Provide phone number to self-report illness or exposure. Nurse and pandemic coordinator. See attached |
| <p>Guidelines for hygiene practices for students and staff which include the manner and frequency of hand-washing and other best practices</p> | <ul style="list-style-type: none"> • Provide signage and video instruction using classroom technology as well as social skills assignments to teach hand |

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| <p>Guidelines on the use of face coverings (masks or face shields) by all staff Guidelines on the use of face coverings (masks for face shields) for older students as appropriate</p> | <p>washing hygiene. Teacher and support staff to facilitate and Nurse pandemic committee to provide approved materials See attached examples.</p> <ul style="list-style-type: none"> • Teacher/ support staff lead hand washing/ hand sanitizing every period every change of class before after eating upon entering school building. • Provide facemasks to teacher and students to use daily. Pandemic coordinators and committee to provide • Always require teachers and students (middle school and high school age) to wear facemasks, Pandemic coordinator/ principal and supervisor to ensure. Policy for staff attached • Appoint staff member to inventory and monitor daily supplies of hand soap hand sanitizer and masks |
| <p>Expectations for the posting of signs in highly visible locations, that promote everyday protective measures and how to stop the spread of germs</p> | <ul style="list-style-type: none"> • Signs to be posted on all doors in building. In bathrooms, offices and in all classrooms. Pandemic coordinator and committee to facilitate. See attached • Notices to be posted daily in See Saw and discussed as part of morning and attendance taking procedures teacher and support staff to facilitate • Video's and messages to be posted in see saw and given as take-home materials, Nurse and Principal and supervisor to facilitate |
| <p>Procedures for cleaning, sanitizing, disinfecting, and ventilating learning spaces and any other areas used by students (i.e. restrooms, hallways, and transportation)</p> | <ul style="list-style-type: none"> • Clean and disinfect frequently touched surfaces and objects within the school and on school buses at least daily, including door handles, sink handles, and drinking fountains Classrooms hourly (every period) teacher led cleaning time. Students staff clean personal space and items. Support staff and teachers' Clean doorknobs door panel and sinks. Pandemic coordinator supervisor teacher and Support staff. See attached |

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| | <ul style="list-style-type: none"> • Ensure ventilation systems operate properly and increase circulation of outdoor air by opening windows and doors when possible. Ventilation inspection by approved outside vendor and agency maintenance. Principal maintenance and agency administrator to ensure. See attached • Take steps to limit or prohibit the use of communal drinking fountains and provide safe alternatives for providing water when possible. Disable water fountains. Provide each student with bottled water daily upon request. Principal supervisor |
| <p>Protocols for distancing student desks/seating and other social distancing practices classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day to the maximum extent feasible</p> | <ul style="list-style-type: none"> • Classroom limited to 5 students. (based on size of classroom and recommended social distancing protocol Clearly establish desk placement for staff and students. Tape marked on floor, partitions. Clearly marked travel routes and entrances and exits for hallways and building in general. Partitions for spaces or desks. Maintenance, Pandemic coordinator and supervisor. • No gathering or events currently • Schedule for students and grouping attached principal and supervisor |
| <p>Procedures for restricting the use of cafeterias and serving meals in classrooms</p> | <ul style="list-style-type: none"> • Students to be served in classrooms according to NDS/NSLP requirements Lunches served in individual portions with disposable trays and utensils Lunch Manger and Supervisor • |
| <p>Protocols for sporting activities consistent with the CDC Considerations for Youth Sports for recess, and physical education classes (guidance for organized school sports will be published separately)</p> | <ul style="list-style-type: none"> • Implement transmission risk-mitigation protocols in noncontact sports to address hygiene, disinfection of equipment, distancing during practice and competition, and numbers of participants. PE teacher to provide activities that allow for social distancing and no contact. Provide outdoor activities and indoor health learning opportunities. Pandemic coordinator/ Principal PE teacher |

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| | <ul style="list-style-type: none"> • No participation in competitive sports currently |
| <p>Schedules for training all faculty and staff on the implementation of the Health and Safety Plan before providing services to students</p> | <ul style="list-style-type: none"> • Conduct training online to limit the size of gatherings. HR/ Training department to set up this when possible Training department to research and schedule trainings on proper sanitation mask wearing social distancing and hygiene • Stagger in-person training schedules based on plan implementation timelines. Hr./ training • Disseminate and update training documents as a reference for staff Training/ HR pandemic coordinator Principal and supervisor |
| <p>Methods of limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> | <ul style="list-style-type: none"> • Close communal use spaces such as cafeterias and playgrounds; otherwise stagger use and disinfect in between use. Students and staff will not congregate in any communal area. Students will go directly to assigned classroom upon arrival at school. Lunch served in classrooms and Gym use to be limited to only social distant activities. • Stagger classes of students in hallways to limit numbers in hallways at any time. Student to change class based on round robin movement with cleaning in between. Students will arrive and leave in assigned groups. • Create one-way traffic pattern in hallways Directions will be clearly marked in one direction. Assigned groups will use hallway at one time. • Separate students within common areas. Common areas will not be in use as much as possible • Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held. Limit group size to the extent possible. Staff will be limited to zoom meetings and meeting is gym when in person meetings are necessary |
| <p>Procedures to limit the sharing of materials among students</p> | <ul style="list-style-type: none"> • Clean and disinfect shared items between uses. Teacher and support staff lead cleaning of desks and other materials every period (once and hour) |

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| | <ul style="list-style-type: none"> • Keep each student’s belongings separated from others’ and in individually labeled containers, cubbies, lockers or other areas. School to provide tubs or cubbies for student belongings. • • Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., textbooks, art supplies, equipment etc.) or limit use of supplies and equipment by one group of students at a time and clean and disinfect between use. For devices and materials that must be shared, ensure cleaning and disinfecting between uses. SKD to provide chrome books to use in class. Students will use see saw to access all instructional materials and complete assignments to limit the use of shared instructional items. Any activities that will use other hands on materials should be preset by teacher and support staff prior to activity. Students will have access to personal use items like pencil pens crayons markers designed for individual use. |
| <p>Processes for identifying and restricting non-essential visitors and volunteers</p> | <ul style="list-style-type: none"> • • Refrain from scheduling large group activities such as field trips, inter-group events, and extracurricular activities. SKD will not be scheduling any events for summer or fall of 2020-2021 school year • Restrict nonessential visitors, volunteers, and activities that involve other groups. SKD will not be scheduling any events for summer or fall of 2020-2021 school year. SKD will make students available through zoom meetings during the school day to limit in person meeting whenever possible. |
| <p>Protocols for adjusting transportation schedules and practices to create social distance between students</p> | <ul style="list-style-type: none"> • Stagger student arrival and drop-off times or locations. Students should arrive at SKD by group home accompanied by staff and remain social distant while awaiting health screening upon arrival. Clearly marked separation will be provided on the walkway into the school. Principal will direct arrival and indicate to |

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| | <p>group home when to proceed to school and health screening</p> <ul style="list-style-type: none"> • Create social distance between children on school buses (for example, seating children one child per seat or every other row). SKD to work with Durham bus service to provide instruction and plan for busing in Sept 2020. See attached. |
| <p>System for ensuring ongoing communication with families around the elements of the local Health and Safety Plan including ways that families can practice safe hygiene in the home</p> | <ul style="list-style-type: none"> • Post Health and Safety Plan on public school/district website. SKD will post information on SEESAW website and will make information available through agency email and notification system and one call services <ul style="list-style-type: none"> • Provide regular update information on school website and in parent flyers/letters. SKD will post information on SEESAW website and will make information available through agency email and notification system and one call services • Encourage caregivers and families to practice and reinforce good prevention habits at home and within their families. SKD will use SEESAW to provide notification to families and information • Remind parents to keep child at home if sick with any illness. SKD will post information on SEESAW website and will make information available through agency email and notification system and one call services • Prepare parents and families for remote learning if school is temporarily dismissed. SKD will post information on SEESAW website and will make information available through agency email and notification system and one call services • Provide training to prepare parents/guardians for digital and remote learning. SKD will post information on SEESAW website and will make information available through agency email and notification system and one call services • Discourage students and families from gathering in other public places while school is dismissed SKD in one SFSV campus and students are living in residence and are escorted by staff |
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