



# 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: Hopewell Area School District

**Initial Effective Date:** August 1, 2021

**Date of Last Review:** April 12, 2022

**Date of Last Revision:** April 12, 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?

Hopewell Area School District (HASD) will continue to review the guidance from the Center for Disease Control (CDC) and Pennsylvania Department of Health (PA DOH). HASD will review their guidance with potential implementation to the greatest extent practicable.. Updated guidance will be incorporated into our Health and Safety Plan on a regular basis. Any changes will be posted on the District's website (see COVID-19 tab).

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?

Hopewell Area School District (HASD) will continue to educate students regardless of level of transmission. The District will consider PDE and DOH's recommendations for instructional models when levels of transmission increase with the desire to educate students in person, if safe to do so. Families may choose the educational programming that is best for their child. Families may select face-to-face instruction or online instruction. Approximately 2100 students in grades K-12 are educated by the HASD (This includes students in various placements.) By permitting choice, the district is able to address family educational and health needs.

In the event the district would need to transition to a complete virtual environment, students would utilize their district provided technology device. In addition to curricular materials, staff utilize age-appropriate resources like from the Google Suite, Schoology, Teams, Edgenuity, and Compass Learning, to educate our students in a virtual environment.

We surveyed our families to ascertain internet accessibility. Our staff has worked with those without the internet to assist them in finding an appropriate provider. In some instances, hotspots were given to the children. Internet accessibility is also available when a person is in proximity of the district buildings.

To assist students and staff social, emotional, and mental health needs, our guidance counselors and school nurses provide assistance. In addition, the district has a partnership with Family Behavioral Resources (FBR) to offer on-site mental health services to our students. FBR utilizes space within the building and services students on a regular basis. Our district's health care provider, Blue Cross Blue Shield also disseminates information to staff on a regular basis in an effort to provide valuable resources for our mental health.

Food Services, including breakfast and lunch, will continue during face-to-face instruction or prolonged virtual instruction.

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**

**a. Universal and correct wearing of masks:**

1. The district will comply with PA Department of Health mask mandates.
2. If required, Mask orders will be posted at entrances.
3. Signage throughout the building will remind students and staff of the mandate and appropriate wearing of masks, if required.
4. All students and employees are able to wear a mask, if desired.
5. When Beaver County is in the high level based on the CDC community levels, facial coverings will be highly recommended for students, staff, and visitors while indoors regardless of vaccination status.
6. The District may also require masks in the event we see any negative impact on our schools.
7. Per current DOH guidance, any student or staff member that tests positive for COVID-19 will adhere to wearing a mask on days 6-10 (regardless of vaccination status) at all times per the current isolation period (this includes student athletes or performers). Should the DOH or CDC adjust mask time frame, the District will adjust to the updated timeline.

**b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);**

1. Social distancing will be implemented based on CDC recommendations to the greatest extent possible.
2. Miscellaneous furniture may be removed to establish maximum social distancing.
3. Partitions will be available for any staff member or student (or by parent request) who desires a partition.
4. Seating charts will be maintained in all instructional spaces and the cafeteria.
5. Faculty rooms will be available for staff to eat.

**c. Handwashing and respiratory etiquette;**

1. All staff will be trained on healthy hygiene practices so they can teach these to students at the start of the school year.
2. Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.
3. CDC – handwashing resources available online; Utilize social media, building television systems, and similar platforms to educate and encourage proper hygiene among students, staff, and the community.
4. Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices.
5. Students at the elementary level will be encouraged to wash hands upon entry and departure from school, at restroom breaks, and before and after lunch/snack.

**d. Cleaning and maintaining healthy facilities, including improving ventilation;**

1. Schedules have been created so that all personnel are instructed on their areas of cleaning and the amount of time needed to address their areas of responsibility.
2. Daily disinfecting by custodians protocols include:
  - a. Restroom handles,
  - a. doors handles,
  - b. sinks,
  - c. stair railings,
  - d. water bottle refilling handles,
  - e. office counters.
3. Appropriate cleaning supplies (disinfecting spray and paper towels) will be made available in work spaces.
4. Hand sanitizing stations will be available throughout all buildings.
5. Increase the introduction of outdoor air.

	<ul style="list-style-type: none"> <li>a. Open outdoor air dampers beyond minimum settings to reduce or eliminate HVAC air recirculation.</li> <li>b. Open windows and doors, when weather conditions allow, to increase outdoor air flow.</li> <li>c. Use fans to increase the effectiveness of open windows.</li> <li>d. Ensure ventilation systems operate properly and provide acceptable indoor air quality for the current occupancy level for each space.</li> <li>e. Adjust HVAC systems to increase total airflow to occupied spaces when possible.</li> <li>f. Use portable high-efficiency particulate air (HEPA) fan/filtration systems to enhance air cleaning in higher risk areas such as a nurse's office.</li> </ul>
<p><b>e. <u>Contact tracing in combination with isolation and quarantine</u>, in collaboration with the State and local health departments;</b></p>	<ul style="list-style-type: none"> <li>1. Unless mandated by the CDC or PA DOH the district will not contact trace unless there is a significant negative impact in a classroom, grade, or building.</li> <li>2. Refer to the most recent DOH guidance on home isolation or quarantine and returning to work/school.</li> <li>3. The nurse will follow the screening tool which identifies the conditions related to a student's return to school.</li> <li>4. Contact Rapid Response, PA DOH or CDC, as guided by current protocols. Collaborate with state health departments when investigating cases and exposures to COVID-19.</li> <li>5. Coordinate with PA Department of Education to ensure compliance with applicable laws related to privacy and the collection/sharing of this information as they undertake these activities.</li> </ul>
<p><b>f. <u>Diagnostic and screening testing</u>;</b></p>	<ul style="list-style-type: none"> <li>1. Parents/guardians are encouraged to screen their child for symptoms at home each morning before the school day.</li> </ul>



	<ol style="list-style-type: none"> <li>2. Parents will be asked to not send children with symptoms on a bus or brought to school.</li> <li>3. Temperature screening will not be required upon entrance to school for students or staff.</li> <li>4. Students and staff will consistently be made aware of the signs and symptoms of COVID-19.</li> <li>5. Students and staff will go to the nurse immediately if feeling symptomatic and will be placed in an isolation area.</li> <li>6. The District will share resources with the school community to help families understand when to keep children home.</li> </ol>
<p><b>g. <u>Efforts to provide vaccinations to school communities;</u></b></p>	<ol style="list-style-type: none"> <li>1. Share vaccination opportunities with families when appropriate through email distribution lists.</li> </ol>
<p><b>h. <u>Appropriate accommodations for students with disabilities with respect to health and safety policies; and</u></b></p>	<ol style="list-style-type: none"> <li>1. Life Skills, Emotional Support, Autistic Support and English Language Learner students will continue to receive face-to-face instruction, unless the school issues a school closure for weather, COVID, or other circumstances.</li> <li>2. Parents may choose to transition their child to a virtual environment.</li> <li>3. Support services may be held in-person or virtually.</li> <li>4. Students with complex needs will be addressed individually.</li> </ol>
<p><b>i. <u>Coordination with state and local health officials.</u></b></p>	<ol style="list-style-type: none"> <li>1. HASD will monitor and review the CDC and PA DOH guidelines, potential implementation to the greatest extent practicable, and coordinate with state and local health officials as changes in protocols occur.</li> </ol>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for HOPEWELL AREA SCHOOL DISTRICT reviewed and approved the Health and Safety Plan on August 23, 2022

The plan was approved by a vote of:

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

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

Affirmed on: August 23, 2022

By:

David H. Bufalini  
(Signature\* of Board President)

David H. BUFALINI  
(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.