ARP ESSER Health and Safety Plan Guidance & Template

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: Titusville Area School District

Initial Effective Date: July 19, 2021

Date of Last Review: August 16, 2021

Date of Last Revision: January 18, 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?

    To the greatest extent practicable, Titusville Area School District will continue to employ prevention and mitigation strategies to reduce transmission of COVID-19. The community level transmission data will be reviewed regularly to determine the need to update the strategies for prevention and mitigation outlined within this plan. The District will use the CDC guidance as a basis for continual review of procedures within the landscape of local community transmission data as well as guidance from the Pennsylvania Department of Health and our health partners at the Titusville Area Hospital. The District plans to safely open and continuously operate our schools for in-person instructional for all students. The District will use strategies included, but not limited to, those outlined in the table below.

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?

    The Titusville Area School District will ensure the continuity of services to address students' academic needs as outlined in the 2021-2022 Emergency Instructional Time Template filed and as outlined in Section 520.1 of the School Code.

    Titusville Area School District will provide in-person instruction to all families that choose this form of instruction. Optional summer instruction during June and July 2021 strengthened academic skills which may have been negatively impacted by the necessary instructional models (hybrid and remote) used during the 2020-2021 school year. Families will continue to have the option of remote learning through the Rockets Online Campus for the 2021-2022 school year, if they so choose.

    Social-emotional and mental health needs will be addressed through classroom presentations and/or individual sessions. These services may be performed by classroom teachers, school counselors, or a social worker. Titusville Area School District has had a long-standing, strong Student Assistance Program (SAP). Student needs resulting from the effects of the pandemic, in addition to other concerns, will be

addressed by the SAP team of each building. Referrals to outside agencies will be made as necessary.

Student health services are provided by a team of certified school nurses and nurse technicians. These health professionals are leaders in the development of health and safety procedures at the building level. District nurses monitor student health, communicate with parents, and provide education and factual information to families.

The District food service procedures will continue to employ safety strategies for meal service. The District functions through the Seamless Summer Operations (SSO) model. All District students are afforded the opportunity for free breakfast and lunch meals.

Athletic teams and extra-curricular activity groups will follow this health and safety plan. Students will adhere to the same recommendations and requirements in order to fully participate in athletics and extracurricular activities.

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;	- Recommend use of face coverings for unvaccinated students and staff in school buildings - State orders and/or local data may result in modifications to the District's face covering practices - Train on proper use of face covering among all staff and students - Provide protective face coverings to staff and students as needed - Require use of face coverings for students and staff while riding school bus as required by federal mask order on public transportation
b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);	- Students and employees will be encouraged to maintain physical distance to the maximum extent feasible in the instructional spaces based on classroom capacity - Create schedules such that the mixing and size of student and staff groups are reduced as feasible - Coordination of student group movement in hallways at elementary as feasible

ARP ESSER Requirement	Strategies, Policies, and Procedures
c. Handwashing and respiratory etiquette;	• Teach and reinforce washing hands and covering coughs and sneezes among students and staff via classroom lessons • Share hygiene best practices with students and employees • Purchase adequate supplies, and carefully monitor inventory, to support healthy hygiene behaviors including soap, hand sanitizer with at least 60% alcohol, paper towels, and tissues • Post signs in highly visible locations on how to stop the spread of COVID-19, such as properly washing hands, and promote everyday protective measures • Ongoing communication and collaboration with families regarding elements of the health and safety plan including ways to promote safe hygiene at home • Ensure communications are in common languages spoken at school and easily understandable for children and adults
d. Cleaning and maintaining healthy facilities, including improving ventilation;	• Daily cleaning of all classrooms, restrooms, common areas and touch points with greater frequency of specific fixtures • Retain water bottle filling stations • Sanitation stations set up throughout buildings at strategic locations • Provide spray bottles of disinfectant spray and microfiber cloths to each teaching space • Develop guidelines for multiple cleaning of frequently used equipment, keyboards, gym equipment, etc. • Eliminate teaching spaces without fresh air ventilation • Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible
e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;	• Each case (or probable case) will be handled on an individual basis. • All stakeholders should not come to a District building and notify school officials if they are experiencing COVID-19 symptoms, are diagnosed with COVID-19, are waiting results of a COVID-19 test or have been exposed to a someone with COVID-19 symptoms or is COVID-19 positive • Identify an extra care room to separate individuals who present with COVID-19 symptoms

ARP ESSER Requirement	Strategies, Policies, and Procedures
	• If student or staff presents with COVID-19 symptoms, move student or staff to extra care room • Notify parent/family member for pick up while student/staff remains in extra care room • Close off areas used by a sick person and do not use before cleaning and disinfection • Notify local health officials of exposure or confirmed case while maintaining confidentiality • Deep clean areas used by positive student or staff case • The District will provide a weekly COVID-19 Active Case Summary that will be posted on the District website as well as provide timely communication of cases through KSwift texts and emails • All new procedures will be evaluated regularly and may be adjusted as necessary
f. Diagnostic and screening testing;	• All individuals should closely monitor their own symptoms and stay home if symptomatic • The District will provide COVID-19 screeners to families and employees to use as a reference guide • Employees are required to report a positive COVID-19 diagnosis to their respective supervisor • Parents/Guardians of students are required to report a positive COVID-19 diagnosis to their school nurse • Recommend diagnostic testing by primary care physician for symptomatic students and staff • Collaborate with Titusville Area Hospital to determine feasibility of screening testing, if warranted by community level transmission • Explore the possibility of collaborating and coordinating with PA Department of Health, PA Department of Education and Titusville Area Hospital to potentially provide a test-to-stay program for students and employees as well as securing rapid antigen test kits for distribution to families as per the Health Resources and Services Administration (HRSA) COVID-19 Testing Supply Program.

ARP ESSER Requirement	Strategies, Policies, and Procedures
g. Efforts to provide vaccinations to school communities;	• The District will continue to collaborate with their health partner, Titusville Area Hospital and local physicians to provide vaccination opportunities to the school community • Offer vaccination clinics to students and staff prior to and throughout the 2021-2022 school year. • The District will publicize vaccination clinics within the local community
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	• Students with disabilities will have access to the same programs and opportunities as non-disabled peers, as well as accommodations outlined within their IEP or 504 plans based on their individual needs • Consult and update individual health care plans for students with complex needs or other vulnerable individuals • Recommend use of face coverings for unvaccinated students with disabilities • Train on proper use of face covering among students with disabilities • Provide protective face coverings to staff and students with disabilities as needed
i. Coordination with state and local health officials.	• Regularly reference Pennsylvania Department of Education (PDE), CDC and Pennsylvania Department of Health guidelines and recommendations • Communicate and consult with the Pennsylvania Department of Health • Continue collaboration with Titusville Area Hospital and local physicians

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Titusville Area School District** reviewed and approved the Health and Safety Plan on **January 18, 2022**.
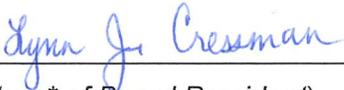
The plan was approved by a vote of:

_____ 7 Yes

_____ 0 No

2 Absent

Affirmed on: **January 18, 2022**

By:

Lynn J. Cressman

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(*Signature* of Board President*)

Lynn J. Cressman

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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.