



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 Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

Health and Safety Plan Summary: **Lancaster Lebanon IU13**

Initial Effective Date: **June 17, 2021**

Date of Last Review: **August 11, 2021**

Date of Last Revision: **August 11, 2021**

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?**

IU13 continues to monitor updates from the Center for Disease Control (CDC), and the Pennsylvania Departments of Health (PA DOH) and Education (PDE) on a regular basis by regularly reviewing their websites and/or direct communications to educational agencies. The COVID-19 Practices team uses these updates to review current practices to make sure they are aligned with any new information. Questions that arise as a result of a specific situation are reviewed with Dr. Jeffrey Martin, IU13's physician of record to determine the most appropriate response.

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?**

IU 13 will continue to ensure that the students served in IU classrooms in Lancaster and Lebanon counties will have opportunities to meet their identified learning goals outlined in their IEPs during the 2021-22 school year. This will be accomplished by prioritizing access to in-person instruction and by following the most recent recommended health and safety guidelines from the CDC, the PA DOH and PDE. If school/classroom closures or quarantines occur because of a COVID-19 outbreak, IU administrators will work closely with staff and district administrators to deliver the necessary instruction through alternative means such as virtual instruction. We will also support IU staff, and administrators in our member districts by providing the technical assistance they need to develop and carry out these activities effectively.

Currently, IU13 is addressing the social-emotional and mental needs of its staff and students in a variety of ways. Students in IU13 programs have access to school counselors, school psychologists, and/or school social workers to monitor and address any identified needs in these areas. Staff members have access to curated resources available via the IU13 intranet, monthly social and emotional health suggestions sent through IU13 staff updates and distributed to supervisors and member school districts, and EAP services.

3. **Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.**

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>a. Universal and correct wearing of masks;</p>	<p>Mask guidelines will consider the most current recommended practices from the CDC, PA DOH, and PDE.</p> <p>Staff and students who are not fully-vaccinated are strongly encouraged to wear personal, clean, well-maintained masks appropriate for the school environment that meet one of the approved face masks types (disposable surgical mask, cloth mask or gaiter). Transparent face coverings provide the opportunity for more visual cues and should be considered as an alternative for younger students, students who are deaf and hard of hearing, and their teachers. Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, should wear a transparent face mask. Transparent face masks may be requested from IU13 as needed.</p> <p>All staff and students are required to wear a mask while a passenger or driver on school buses or other IU13 transportation unless exempt due to a student's IEP.</p> <p>Staff and students should remain mindful not to unnecessarily touch masks except for removal for meals and breaks.</p> <p>Staff and students located in district classrooms or community locations will follow the guidelines established at these locations.</p>
<p>b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);</p>	<p>Classrooms/learning spaces have been evaluated based on the number of students and staff assigned at each location. Where social distancing is not possible, scaffolding of instruction will be considered and will be developed in collaboration with districts and aligned with their plans. Schedules should be as static as possible by having the same</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>group of students with the same group of staff based on age and developmental level. Interactions between groups of students/staff in different classrooms will be limited to the extent possible. Classrooms/learning spaces will be redesigned as appropriate to ensure social distancing among students to the maximum extent feasible. Safety screens may be provided to staff for one-on-one conferencing with students.</p> <p>These requirements will be revisited and revised as needed based on the most recent CDC, PA DOH, PDE recommendations and levels of community spread of COVID-19.</p>
<p>c. Handwashing and respiratory etiquette;</p>	<p>Staff should educate students about proper hand and respiratory hygiene to help prevent the spread of COVID19. This includes regular hand washing for at least 20 seconds before eating; after using rest rooms; after sneezing, coughing or nose blowing; and before and after touching shared equipment such as computer keyboards or mice.</p> <p>If soap and water is not available, staff should use a hand sanitizer containing at least 60% alcohol. Student use of alcohol-based hand sanitizers should always be supervised by adults. Parents/guardians who do not want their child to use alcohol-based hand sanitizers must send written notification to IU13.</p>
<p>d. Cleaning and maintaining healthy facilities, including improving ventilation;</p>	<p>Staff will have access to sanitizing/disinfecting wipes/spray and/or hand sanitizer to use in their classrooms.</p> <p>Staff should minimize classroom/work area “clutter” to facilitate cleaning/sanitizing/disinfecting. They are also encouraged to remove excess/nonessential furniture or equipment from classrooms (enter work ticket as needed for help).</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>Routine cleaning will continue as part of standard infection control practices. These practices include cleaning high-contact surfaces that are touched by many different people, such as light switches, handrails, and doorknobs/handles; dust- and wet-mopping or auto-scrubbing floors; vacuuming of entryways and high-traffic areas; removing trash; cleaning restrooms; wiping heat and air conditioner vents; spot cleaning walls and carpets; dusting horizontal surfaces and light fixtures and cleaning spills.</p> <p>Staff are also encouraged to clean frequently touched surfaces at least daily depending on use patterns.</p>
<p>e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;</p>	<p>IU13 will continue to work closely with the PA DOH to contact trace and quarantine any possible exposure cases or confirmed cases of COVID-19.</p> <p>Any staff who may have been contacted or been exposed to COVID-19 should contact IU13's COVID-19 communication site at COVID@iu13.org or call 717-947-COVD (2683). Upon receipt of the information, an HR staff member will contact the person reporting COVID to review details of the situation and determine next steps.</p>
<p>f. Diagnostic and screening testing;</p>	<p>IU13 currently offers COVID-19 testing through its Health and Wellness Center to individuals covered by its health insurance plan or part-time staff who work 20 hours a week or more.</p>
<p>g. Efforts to provide vaccinations to school communities;</p>	<p>IU13 offered vaccinations to its staff, students and local school communities during the 20-21 school year. Future vaccination clinics will be dependent on demand. Employees and their dependents covered by IU13's health insurance plan are eligible to receive vaccinations through the IU's Health and Wellness Centers as well as part-time staff who work 20 hours or more per week.</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	Vaccination sites will also be posted on the IU13 internal website.
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>Students served in IU13 centers and classrooms have all been identified as having disabilities or learning challenges that will require special attention in the implementation of health and safety policies. As a result, IEP teams will work closely with IU and district administrations to ensure that consideration is given to the particular needs of a student when implementing practices and policies. All parties involved in these discussions should consider the most recent recommendations from the CDC, the PA DOH, PDE and the needs of the student when making these decisions.</p>
<p>i. Coordination with state and local health officials.</p>	<p>IU13 will continue to work closely with the PA DOH and local health officials to ensure it is considering the most current recommended practices for dealing with the COVID-19 pandemic in its plans. In addition, IU13's consulting physician, will continue to advise the administration on individual situations as needed.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Lancaster-Lebanon IU13** reviewed and approved the Health and Safety Plan on **August 11, 2021**.

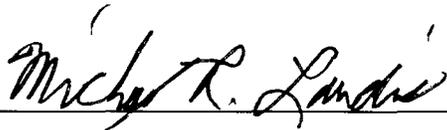
The plan was approved by a vote of:

15 Yes

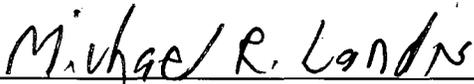
0 No

Affirmed on: **August 11, 2021**

By:



(Signature* of Board President)



(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.