



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

## Health and Safety Plan Summary: (JYK Discovery Charter School)

Initial Effective Date: (July 1, 2021)

Date of Last Review: (February 28, 2022)

Date of Last Revision: (August 5, 2022)

\*\*\*\*\*Please be advised that the JYK Discovery charter School continues to research, update and adopt CDC and PA health Department guidelines based on the school population and assessed or identified school needs. Mask, testing quarantine and vaccination guidelines will be in compliance with approved government agencies and school needs.

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?

K-5 students will begin the school year with 100% of class in session. All students and teachers are required to wear mask or shields while in the classrooms and while in the hallway. Students will be required to wear mask in the hallways for the entire school day. Students will practice reasonable social distancing when traveling to and from other classes and when going to the bathroom and lunch.

Middle school will operate in person and will only participate in virtual learning if cases of COVID rise or in the case of extreme weather.

Bathrooms (will be cleaned and sanitized by sanitation team) hallways sanitized every twice a day.

Outdoor spaces will be used for outdoor recreation with masking guidelines in full effect for groups of 15- 20. Outside walks will be encouraged for each classroom when weather permits. Sanitizing stations continue to be strategically placed around the school so that students and staff will have an adequate opportunities to sanitize hands. Transportation is provided by the Philadelphia School District. JYK Discovery Charter School will defer to the guidelines set by the school district

Main office will require mask wearing by visitors and vendors. Climate control, Covid Preparedness Community Coordinator, Covid sanitation team, Custodial staff, Building operations oversight, Principal, CEO, SPED Director Social Worker, Counselor, will all continue to be trained and updated on the proper protocols for COVID 19 safety guidelines

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?

Student will continue to be educated by qualified educators and certified teachers as well be provided with additional social services, as well absence monitoring that include home visits and parent contact via phone and email. All students will be

offered academic assistance after school in the area of Math and ELA Social work and counseling will continue to be incorporated into the roster for the new school year to ensure that all students are monitored and supported emotionally mentally and physically. Mental and emotional support will be given by the school counselor, and social worker. The COVID preparedness coordinator will interview and take referrals of students who have home needs such as food and clothing. The counselor will interview students to make sure that students physical and basic needs are met at home. All will continue to partner with the school nurse to ensure that the health and safety welfare of the student is met.

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 <a href="#">masks</a> ;	Students will continue to wear <a href="#">masks</a> daily that completely cover the mouth and nose to reduce the spread of COVID-19. People who never develop symptoms (asymptomatic) or are not yet showing symptoms (pre-symptomatic) might not know that they are infected but can still spread COVID-19 to others. Masks also offer protection to the <a href="#">wearer</a> as well as the persons they come in contact with.
b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);	Facilities have relaxed building modifications and continued with reasonable social distancing and mandatory mask wearing
c. <a href="#">Handwashing and respiratory etiquette</a> ;	<p>Staff has been admonished to help themselves and their loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:</p> <ul style="list-style-type: none"> <li>• Before, during, and after preparing food</li> <li>• Before and after eating food</li> <li>• Before and after caring for someone at home who is sick with vomiting or diarrhea</li> <li>• Before and after treating a cut or wound</li> <li>• After using the toilet</li> <li>• After cleaning up a child who has used the toilet</li> <li>• After blowing your nose, coughing, or sneezing</li> <li>• After touching an animal, animal feed, or animal waste</li> <li>• After handling pet food or pet treats</li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<ul style="list-style-type: none"> <li>• After touching garbage</li> </ul> <p>Staff members and administrators will play an important part in safety and health protocols by training students to stay healthy by using the same the hand washing and mask wearing mandates in the school.</p> <p>To prevent the spread of germs during the COVID-19 pandemic you should also wash your hands with soap and water for at least 20 seconds or use a hand sanitizer with at least 60% alcohol to clean hands BEFORE and AFTER:</p> <ul style="list-style-type: none"> <li>• Touching your eyes, nose, or mouth</li> <li>• Touching your mask</li> <li>• Entering and leaving a public place</li> <li>• Touching an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, or electronic cashier registers/screens</li> </ul> <p><b>Bathrooms monitors will continue to ensure the safety of bathrooms time i.e. handwashing and social distancing</b></p>
<p>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</p>	<p>Cleaning and sanitizing will be done at least once during the day to classrooms and bathrooms continue to be disinfected/fogged and cleaned daily. <b>In addition we have added Saturday afterschool deep cleaning</b></p> <p>Windows will be open and hand sanitizer will be provided to classrooms. <b>Custodian staff will do extra classroom cleaning and sanitizing during times when students or staff become ill.</b></p>
<p>e. <a href="#">Contact tracing</a> in combination with <a href="#">isolation</a> and <a href="#">quarantine</a>, in collaboration with the State and local health departments;</p>	<ul style="list-style-type: none"> <li>• The JYK Discovery Charter School has a COVID Community school coordinator who gets reports of every test result taken by staff student and families when possible. This person known as our CCS coordinator. This person adheres to the updated CDC guidelines as it pertains to quarantine isolation and contact tracing:</li> <li>• Contact tracing will be conducted for <a href="#">close contacts</a> (any individual within 6 feet of an infected person for a total of 15 minutes or</li> </ul>

## ARP ESSER Requirement

## Strategies, Policies, and Procedures

more) of **laboratory-confirmed or probable COVID-19 patients.**

- Remote communications for the purposes of case investigation and contact tracing should be prioritized; in-person communication may be considered only after remote options have been exhausted.
- Testing is recommended for all [close contacts](#) of **confirmed or probable COVID-19 patients.**
- Those contacts who test positive (symptomatic or asymptomatic) should be [managed as a confirmed COVID-19 case.](#)
- Asymptomatic contacts testing negative should self-quarantine **for 5 days from their last exposure** (i.e., close encounter with confirmed or probable COVID-19 case)
- If testing is not available, **symptomatic close contacts** should self-isolate and be [managed as a probable COVID-19 case](#) according to CDC guidelines.
- **Asymptomatic close contacts** who are not tested should self-quarantine and be monitored for 14 days after their last exposure, with linkage to clinical care for those who develop symptoms.
- The best way to protect yourself and others is to [stay home for 14 days if you think you've been exposed to someone who has COVID-19.](#) Check your [local health department's website](#) for information about options in your area to possibly shorten this quarantine period.

We understand that according to the CDC guidelines, “the successful notification of exposure allows for an exchange of information with the person (contact) exposed to COVID-19 and offers an opportunity to answer questions and provide referrals for testing, medical evaluation and other necessary support services. The goals of this interaction are to inform the person that they may have been exposed to COVID-19, assess their medical condition and other risk factors, and gather information for continued monitoring and support. Developing trust and a warm, empathetic rapport, while maintaining a professional relationship, is key to providing effective support and collecting accurate

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>information to inform the next steps in the contact tracing investigation. State and local public health officials will decide how to implement these activities and how to advise specific people, or groups of people, to be tested.”</p> <p>(Adopted)<a href="#">Principles for interactions with a person exposed to COVID-19:</a></p> <ul style="list-style-type: none"> <li>• Ensure and protect confidentiality.</li> <li>• Demonstrate ethical and professional conduct.</li> <li>• Create a judgement-free zone.</li> <li>• Be open-minded (everyone has a unique story).</li> <li>• Be attentive and respectful.</li> <li>• Be aware of your own bias (cultural humility).</li> <li>• Establish open dialogue and pause often to listen.</li> <li>• Ask open-ended questions.</li> <li>• Use reflective listening techniques.</li> <li>• Use culturally and linguistically appropriate language.</li> <li>• Employ critical thinking and problem solving.</li> <li>• Adapt to address concerns/information that naturally arise during conversation.</li> <li>• Identify areas of need and link to appropriate resources.</li> <li>• Don’t overstep or overpromise.</li> <li>• Set the stage for ongoing communication and support during quarantine.</li> </ul>
<p>f. <a href="#">Diagnostic</a> and screening testing;</p>	<p>The JYK Discovery Charter School provides testing to all symptomatic staff and students daily as well as testing upon request,. Recently the department of health supplied home rapid test kits for every student and every staff member</p>
<p>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</p>	<p>The school has partnered with Children’s Hospital of Philadelphia Pa., so that all staff members have been offered vaccination prior to the end of the regular school year. At least 75 % of the JYK Discovery Charter school staff has been vaccinated. . The COVID community and School coordinator continues to research and review state and CDC guidelines so that the proper information about vaccinations for families and</p>



ARP ESSER Requirement	Strategies, Policies, and Procedures
	students are given to the parents of the JYK Discovery Charter in a timely manner.
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>The JYK Discovery Charter School will consider relevant guidance regarding accommodations for children with disabilities from the Centers for Disease Control and Prevention (CDC) and the Pennsylvania Department of Health. Individual student needs will continue to be addressed through IEPs, 504 Plans, individual medical plans, and other existing mechanisms as needed to ensure access to educational services for all eligible students.</p> <p>All plans and programs will continue to be designed to ensure the district is meeting IEP obligations to students with disabilities to the greatest extent possible. Continual monitoring of the health status and well-being of the students will continue to be done in coordination with the school nurses, the school physician, parents/guardians, private providers, and school counselors.</p> <p>Counselors, and school nurses will continue to communicate frequently with the families of students with significant medical risk factors to determine if additional precautions or unique measures are necessary.</p> <p>Individual Health Care Plans will be developed to protect and support staff, students, and their family members who are at higher risk for severe illness.</p> <p>Individualized emergency healthcare plans will be developed for students with chronic medical conditions, including diabetes, asthma, and life-threatening allergies, seizures requiring special health services.</p> <p>Possible accommodations could be, but are not limited to, additional Personal Protective Equipment (PPE), room relocation, and/or schedule adjustments.</p> <p>If local health data, local needs, and guidelines change throughout the year, the JYK Discovery Charter School may adjust its accommodations policies and protocols accordingly.</p> <p>CDC guidelines and protocols will be followed for the COVID 19 Virus and all</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	safety mandates relating to the pandemic will be implemented and followed.
i. Coordination with state and local health officials.	The JYK Discovery Charter School <b>continue to</b> partner with state and local health official to ensure that appropriate contact tracing, testing, quarantine and distancing protocols are adhered to. The school will also review and research CDC websites to make sure it provides new information as well as state and local health mandates and updates to families and staff on a timely basis

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **(The Jacquelyn Y. Kelley Discovery Charter School)** reviewed and approved the Health and Safety Plan on **(3/21/2022)**.

The plan was approved by a vote of:

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

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

Affirmed on: **(3/21/2022)**

By:

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*(Signature\* of Board President)*

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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.