



Phased School Reopening Health and Safety Plan Template

Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non- instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

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This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: Devereux Advanced Behavioral Health (CIDDS Learning Center, CARES, Brandywine Schools)

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and physical interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need physical distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on your county's current designation and local community needs, which type of reopening has your school entity selected? (SELECT ONE BOX BELOW)

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening):

Devereux CARES and CIDDS Learning Center are planning on a total reopen for day and residential students. Some day student families may opt for distance learning out of health and safety concerns. These requests will be handled on an individual basis in coordination with the student's LEA.

Devereux's CBHS Schools will open for in-person instruction for residential students. Day students will engage in distance learning through synchronous remote instruction. This plan will be evaluated at the end of the 1st marking period.

The anticipated launch date will be August 31st to begin in-person instruction.

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Dr. Yolanda Graham	Administrator	Both, all schools
Melanie Beidler	Administrator	Pandemic Crisis Response Team, all schools
Dr. Carol Anne McNellis	Administrator	Pandemic Crisis Response Team, CIDDS Schools
Dr. Patricia Hillis-Clark	Administrator	Pandemic Crisis Response Team, CBHS Schools
Dr. Mary Diamond	Medical	Both, CBHS Schools
Dr. Sailiaja Musunuri	Medical	Both, CIDDS Schools
Kathy Keehn	Administrator	Both, CARES
Lori Pisaneschi	Administrator	Pandemic Coordinator, CARES

Jennifer Shea, Christopher Pauley	Teacher	Both, CARES
Lucas Cepeda, Cathleen Albertson	Behavior Analyst	Both CARES
Joanne Scott	Nurse	Both, CARES
Susan Nice	Administrator	Both, CIDDS LC
Jennifer Whitaker	Administrator	Pandemic Coordinator, CIDDS LC
Richard Cappo	Behavior Analyst	Both, CIDDS LC
Tiffany Burns, Heather James, Sabrina Rankin	Teacher	Both, CIDDS LC
Constance Cooper	Nurse	Both, CIDDS LC
Pamela McCullough, Daniel Eichelberger, Rex Fields, Nicole Evans	Administrator	Both, CBHS Schools
Thomas Jones, Ron VanPelt, Khaleef Long, Monica Mullen	Teacher	Both, CBHS Schools
Chris Jackson, John Madonna	Administrator	Pandemic Coordinator, CBHS Schools
Lisa Fay	Nurse	Both, CBHS Schools

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools. For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

- Devereux janitorial staff have continued to clean school buildings, even during the time when students have not been present for instruction. Devereux has developed COVID-19 cleanliness protocols, including a cleaning checklist, to ensure that cleaning is consistent with recommendations from the CDC. Our cleaning supplies meet or exceed OSHA and CDC requirements.
- “COVID Captains” are designated at each site to ensure accurate and consistent implementation of Devereux COVID-19 protocols.
- The cleaning checklist will be completed in a final walkthrough by the Education Director and the COVID Captains prior to reopening.
- The COVID Captains will ensure that the cleaning checklist is completed once a day.

- In addition to the daily cleaning, janitorial and supervisory staff will sweep the building routinely to disinfect high touch areas. Teachers and staff will use disinfectant wipes to clean desk tops, door knobs and other high touch areas in their classrooms. To the extent possible, staff will wipe down high touch surfaces (faucets, door knobs) in bathrooms following student use.
- Janitorial staff will complete training related to COVID-19, mitigating infection and proper cleaning procedures. Teachers and staff will receive training in the Health and Safety Plan prior to reopening to students. This will include procedures for disinfecting and sanitizing.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<ol style="list-style-type: none"> 1. Complete deep-cleaning and sanitizing practices recommended by Health Department prior to re-opening. 2. Implement/continue daily deep-cleaning and sanitation procedures in buildings along with the increased/additional cleaning of high touch points and bathrooms in accordance with facility usage. 3. Hand sanitizer to be made available at all staff and guest entrances. 4. Disinfectant wipes will be available in classrooms where staff and students can clean surfaces throughout the school day. (Gloves and gowns will be available, if requested.) 5. Discontinue use of water fountains. Encourage use of water bottles from home or provide water bottles, when possible. 6. Ensure safe and correct usage/storage of cleaning and disinfection products, including storing them securely away from students. 7. Close off areas of the building used by a sick person. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. 8. Vans will include sanitizing wipes, hand sanitizer, extra masks and gloves for use within the community. 	<ol style="list-style-type: none"> 1. Complete deep-cleaning and sanitizing practices recommended by Health Department prior to re-opening. 2. Implement/ continue daily deep-cleaning and sanitation procedures in buildings along with the increased/additional cleaning of high touch points and bathrooms in accordance with facility usage. 3. Hand sanitizer to be made available at all staff and guest entrances. 4. Disinfectant wipes will be available in classrooms where staff and students can clean surfaces throughout the school day. (Gloves and gowns will be available, if requested.) 5. Discontinue use of water fountains. Encourage use of water bottles from home or provide water bottles, when possible. 6. Ensure safe and correct usage/storage of cleaning and disinfection products, including storing them securely away from students. 7. Close off areas of the building used by a sick person. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. 8. Vans will include sanitizing wipes, hand sanitizer, extra masks and gloves for use within the community. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>Daily cleaning supplies</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other cleaning, sanitizing, disinfecting, and ventilation practices	<ol style="list-style-type: none"> 1. Building HVAC systems will be inspected prior to re-opening to students. 2. Our cleaning supplies meet or exceed OSHA and CDC requirements. 3. All staff will receive training relative to COVID-19, mitigating infection and proper cleaning procedures. 4. A cleaning checklist will be completed daily to ensure thorough cleaning of the building. 	<ol style="list-style-type: none"> 1. Building HVAC systems will be inspected prior to re-opening to students. 2. Our cleaning supplies meet or exceed OSHA and CDC requirements. 3. All staff will receive training relative to COVID-19, mitigating infection and proper cleaning procedures. 4. A cleaning checklist will be completed daily to ensure thorough cleaning of the building. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>Personal Protective Equipment has been provided to all staff.</p> <p>Cleaning materials are secured as needed.</p>	<p>Y</p>

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet physical distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet physical distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these physical distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on physical distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

- Classrooms will be arranged with desks and work spaces maintaining 6 feet of distance between students.
- The same students and staff will be grouped together throughout the day. If change of teacher is necessary, the teachers will move to the different classroom rather than the students, minimizing the number of people moving throughout the building.
- Students will have a designated location for items from home. Students will have their own set of instructional materials and will not share materials.
- All buildings/programs will follow the Devereux Advanced Behavioral Health Phased Reopening Procedures. This plan includes checklists for reopening and utilizes the guidance from the CDC.
- Students will be able to access school yards and playground for lunch and recess. Adult supervision will ensure that all safety protocols are followed. If appropriate, outdoor space may be utilized for instructional purposes. Community-based instruction will only resume under Phase 2 of Devereux's Phased Reopening Procedures.
- Students will each lunch in their classroom or a designated area outside.
- All staff and students will follow hygiene routines upon entry into the building, when using the restroom, before/after eating, before/after using outdoor spaces and when exiting the building. Staff will teach proper hand washing routines as well as proper use of hand sanitizer. Hygiene routines will be target areas for instruction for students that cannot complete these routines independently.
- Staff will be required to wear face coverings. Students will be encouraged to wear face coverings to the greatest extent possible, particularly in situations where physical distancing is not possible. Tolerating mask wearing will be a target for

instruction. Students who do not respond to group lessons will receive individualized assessment and lesson planning to teach this skill.

- Students entering and exiting transportation will be staggered to allow students to safely exit and enter the vehicle and the building using proper physical distancing. Temperatures will be taken prior to exiting the vehicle to ensure that the student does not have a temperature above 100 degrees.
- Visitors to the building will be limited. Remote technology will be utilized for meetings under the initial phase of reopening.
- All staff working in the buildings/programs will participate in a training in the safety protocols prior to reopening for students.
- On the first staff day, school leadership will review all safety protocols with staff. Compliance with COVID-19 safety procedures will be assessed by the COVID Captain on at least a weekly basis.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	<ol style="list-style-type: none"> 1. Work spaces 6 feet apart 2. Utilize additional building space to decrease the number of people in a classroom. 3. Arrange partitions in areas where it is difficult for individuals to remain 6 feet apart. 4. Eliminate procedures/routines that require standing in line. 5. Use visuals like tape lines, decals to help visualize distancing within the classrooms and hallways. 6. Extra/unnecessary materials are stored elsewhere. 7. When possible, students will not transition from classrooms, staff will travel to students. 8. In the community work setting, or community at large, staff would adhere to the 6 ft physical distancing requirements if student is independent. Staff may need to be within proximity for prompting and redirection for safety, and would need to adhere to PPE requirements. 	<ol style="list-style-type: none"> 1. Work spaces 6 feet apart 2. Utilize additional building space to decrease the number of people in a classroom. 3. Arrange partitions in areas where it is difficult for individuals to remain 6 feet apart. 4. Eliminate procedures/routines that require standing in line. 5. Use visuals like tape lines, decals to help visualize distancing within the classrooms and hallways. 6. Extra/unnecessary materials are stored elsewhere. 7. When possible, students will not transition from classrooms, staff will travel to students. 8. In the community work setting, or community at large, staff would adhere to the 6 ft physical distancing requirements if student is independent. Staff may need to be within proximity for prompting and redirection for safety, and would need to adhere to PPE requirements. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>Janitorial support to move furniture</p> <p>Unique sets of instructional materials to limit sharing.</p>	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<ol style="list-style-type: none"> 1. Do not use the cafeteria for lunches; students to eat in their classrooms or outside. 2. Limit number of students in sensory rooms to allow for appropriate physical distancing. 3. Limit number of students in bathroom. Students to wear face coverings to the extent possible when physical distancing is challenging (i.e., trips to the bathroom). 	<ol style="list-style-type: none"> 1. Do not use the cafeteria for lunches; students to eat in their classroom or outside. 2. Limit number of students in sensory rooms to allow for appropriate physical distancing. 3. Limit number of students in bathroom. Students to wear face coverings to the extent possible when physical distancing is challenging (i.e., trips to the bathroom). 		<p>Packaged breakfasts/ lunches</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<ol style="list-style-type: none"> 1. Wash or sanitize upon entering the classroom and prior to leaving the building. 2. Hand washing/sanitizing before eating. 3. Hand washing/routine for after using the bathroom. 4. Bathroom breaks will be staggered to eliminate congregating. 5. Sanitize or wash hands if an individual touches face, coughs, sneezes, etc. 6. Sanitize or wash hands upon entering/exiting community settings and vans. Follow the hygiene guidelines of the job site. 7. Utilize the same driver for to/from work site. Van will be wiped down with disinfecting wipes upon return and prior to next use. 8. Staff required to complete hand washing routines for before, during, and after food prep/delivery. 9. Lessons plans for washing hands, maintaining physical distance, and tolerating wearing a face covering. 10. All staff are required to wear face coverings. 11. Provide training to staff, students, and families on effective use of PPE, prevention of COVID, signs of COVID, when to seek medical assistance, etc. 	<ol style="list-style-type: none"> 1. Wash or sanitize upon entering the classroom and prior to leaving the building. 2. Hand washing/sanitizing before eating. 3. Hand washing/routine for after using the bathroom. 4. Bathroom breaks will be staggered to eliminate congregating. 5. Hand washing/sanitizing if student touches face, coughs, sneezes, etc. 6. Sanitize or wash hands upon entering/exiting community settings and vans. Follow the hygiene guidelines of the job site. 7. Utilize the same driver for to/from work site. Van will be wiped down with disinfecting wipes upon return and prior to next use. 8. Staff required to complete hand washing routines for before, during, and after food prep/delivery. 9. Lesson plans for washing hands, maintaining physical distance, and tolerating wearing a face covering. 10. All staff are required to wear face coverings. 11. Provide training to staff, students, and families on effective use of PPE, prevention of COVID, signs of COVID, when to seek medical assistance, etc. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>Disinfectants and PPE</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<ol style="list-style-type: none"> 1. Staff to complete health screener and temperature check prior to school day. 2. Post signs in highly visible areas including: <ul style="list-style-type: none"> • Hand-washing guidelines at all sinks • Physical Distancing • Procedures for visitors at entrance • Wearing face coverings 3. Visual markers for physical distancing 	<ol style="list-style-type: none"> 1. Staff to complete health screener and temperature check prior to school day. 2. Post signs in highly visible areas including: <ul style="list-style-type: none"> • Hand-washing guidelines at all sinks • Physical Distancing • Procedures for visitors at entrance • Wearing face coverings 3. Visual markers for physical distancing 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>Obtain signs and materials for visual markers</p>	<p>Y</p>
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<ol style="list-style-type: none"> 1. School team meetings to be coordinated by teleconference. 2. No visitors allowed in the building. 3. Conduct all tours virtually. 4. Limit deliveries to a specific location and do not allow entrance into the building. 	<p>The following procedures will be implemented according to Phase 2 of Devereux’s reopening plan:</p> <ol style="list-style-type: none"> 1. To the greatest extent possible, school team meetings and related service providers/ community agency supports to be coordinated by teleconference 2. Visitors by appointment only with limited frequency and length of time. 3. Conduct tours virtually when possible. 4. Limit deliveries to a specific location and do not allow entrance into the building. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>		<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<ol style="list-style-type: none"> 1. Playgrounds/gym/sensory rooms will be free of additional toys and sporting equipment 2. Classes to bring own and non-shared sporting equipment. 3. No more than one class at a time on the recess yard 4. Conduct outdoor activities that promote more physical distancing. 5. Sanitization of equipment per CDC guidelines between classes 6. Specific guidelines for pool procedures following CDC recommendations. 	<ol style="list-style-type: none"> 1. Playgrounds/gym/sensory rooms will be free of additional toys and sporting equipment 2. Classes to bring own and non-shared sporting equipment. 3. No more than one class at a time on the recess yard 4. Conduct outdoor activities that promote more physical distancing. 5. Sanitization of equipment per CDC guidelines between classes 6. Specific guidelines for pool procedures following CDC recommendations. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>		Y
<p>Limiting the sharing of materials among students</p>	<ol style="list-style-type: none"> 1. No sharing of materials, when possible. 2. If necessary, students may alternate use of materials after sanitization. 3. Increased use of technology over paper and/or manipulatives as much as possible. 4. Use of identified storage space for personal items. 5. Families to supply personal care items. 6. Limit use of materials to those that are easily/quickly cleaned and or disinfected. 	<ol style="list-style-type: none"> 1. No sharing of materials, when possible. 2. If necessary, students may alternate use of materials after sanitization. 3. Increased use of technology over paper and/or manipulatives as much as possible. 4. Use of identified storage space for personal items. 5. Families to supply personal care items. 6. Limit use of materials to those that are easily/quickly cleaned and or disinfected. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>Personal technology for staff and students</p> <p>Individual instructional materials</p> <p>Storage areas for personal items</p>	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Staggering the use of communal spaces and hallways	<ol style="list-style-type: none"> 1. Limit number of staff/students transitioning in hallways. 2. Limit number of students using sensory rooms to maintain appropriate physical distance. 3. Limit number of students in kitchens or other instructional areas to maintain physical distance. Consider one class at a time or a limited number of students from the class. 	<ol style="list-style-type: none"> 1. Limit number of staff/students transitioning in hallway. 2. Limit number of students using sensory rooms to maintain appropriate physical distance. 3. Limit number of students in kitchens or other instructional areas to maintain physical distance. Consider one class at a time or a limited number of students from the class. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>		Y
Adjusting transportation schedules and practices to create physical distance between students	<ol style="list-style-type: none"> 1. Stagger exiting and entering of transportation to maintain distance when arriving and leaving the building. 2. Use visuals, such as cones or markings on sidewalk, to create arrival/dismissal systems. 3. Follow Devereux transportation guidelines when conducting community-based instruction. This includes limiting the amount of people per vehicle, along with recommendations for ventilation and cleaning. 	<ol style="list-style-type: none"> 1. Stagger exiting and entering of transportation to maintain distance when arriving and leaving the building. 2. Use visuals, such as cones or markings on sidewalk, to create arrival/dismissal systems. 3. Follow Devereux transportation guidelines when conducting community-based instruction. This includes limiting the amount of people per vehicle, along with recommendations for ventilation and cleaning. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>		Y
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<ol style="list-style-type: none"> 1. Access additional classrooms and furniture to facilitate distance 2. Ensure that student and staff groupings are as static as possible by having the same group of students stay with the same staff all day/as much as possible. 3. Eliminate or limit the mixing of groups of students and staff as feasible. 	<ol style="list-style-type: none"> 1. Access additional classrooms and furniture to facilitate distance 2. Ensure that student and staff groupings are as static as possible by having the same group of students stay with the same staff all day/as much as possible. 3. Eliminate or limit the mixing of groups of students and staff as feasible. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	Teacher/Student furniture	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	N/A				
Other physical distancing and safety practices					

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

- All staff will complete the self-screening tool that reviews COVID-19 symptoms and other risk factors at home each morning prior to leaving for work. This includes a temperature check. Responses will be recorded and any symptoms will be reported to supervisors.
- Parents of students will be asked to complete the screening each morning. If symptoms exist, students should remain at home. Parents of day students will be asked to take their son/daughter's temperature at home prior to sending them to school.
- Students will be screened for temperatures upon arrival. Students capable of responding will be asked the health screening questions.
- Students or staff exhibiting symptoms during the day will be isolated. The school nurse, in consultation with building/program administration, will direct staff or students to their healthcare provider or Chester County Health Department for decisions regarding quarantine.
- Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow CDC guidance for caring for oneself and others who are sick. Staff or students with a probable or confirmed exposure will follow Devereux's tiered protocol for individual and staff exposure to COVID-19.
- Staff and students with fever or symptoms that may be associated with COVID-19 and no known direct exposure to a person with COVID-19 may return to school when they are asymptomatic and have been fever free for at least 24 hours without the use of fever-reducing medicine or have confirmation of an alternative diagnosis from a health care provider that explains the COVID-19-like symptom(s).
- Staff or students with symptoms who have had a direct exposure to a person with COVID-19 will be considered probable cases and should remain excluded from school/work until criteria is met to return to the program following Devereux's tiered protocol for individual and staff exposure to COVID-19.
- A student or staff member who is quarantined following close contact with a case may not return to school until cleared to do so by DOH or the appropriate CMHD. A negative test obtained prior to the end of quarantine does not clear an individual for return. The entire quarantine period must be completed. Families will be notified of staff or student illness through phone and email communication from the Education Director.
- All staff working directly with students will be trained to monitor students for symptoms. Training will occur prior to the return to the building/program and will be reinforced by the administrators and nurse. Administrators will monitor the staff and provide on-going training as deemed necessary.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<ol style="list-style-type: none"> 1. Staff will conduct wellness checks prior to leaving their home each morning. Staff will document the results of those checks. 2. Staff will be asked to report any known exposure to someone with a confirmed case of COVID-19. 3. Families will be asked to check their child for symptoms, including a temperature check, prior to leaving for the day. 4. Students will have their temperature checked upon arrival. 	<ol style="list-style-type: none"> 1. Staff will conduct wellness checks prior to leaving their home each morning. Staff will document the results of those checks. 2. Staff will be asked to report any known exposure to someone with a confirmed case of COVID-19. 3. Families will be asked to check their child for symptoms, including a temperature check, prior to leaving for the day. 4. Students will have their temperature checked upon arrival. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>Thermometers, screening questions</p>	<p>Y</p>
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<ol style="list-style-type: none"> 1. Staff or students with COVID-19 symptoms should stay home and notify their supervisor and/or school officials immediately. 2. If symptoms occur in the building, staff or students will be isolated. 3. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow CDC guidance for caring for oneself and others who are sick. 4. Staff or students with a probable or confirmed exposure will follow Devereux’s protocol for individual/staff exposure. 5. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. 	<ol style="list-style-type: none"> 1. Staff or students with COVID-19 symptoms should stay home and notify their supervisor and/or school officials immediately. 2. If symptoms occur in the building, staff or students will be isolated. 3. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow CDC guidance for caring for oneself and others who are sick. 4. Staff or students with a probable or confirmed exposure will follow Devereux’s protocol for individual/staff exposure. 5. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. 6. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>Isolation Space</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Returning isolated or quarantined staff, students, or visitors to school	<ol style="list-style-type: none"> Staff or students with confirmed or probable cases will follow Devereux's return to program guidelines, which are consistent with PDE's and CDC's recommendation. Monitor quarantine protocols and adhere to exposure guidelines provided by PDE and DOH. 	<ol style="list-style-type: none"> Staff or students with confirmed or probable cases will follow Devereux's return to program guidelines, which are consistent with PDE's and CDC's recommendation. Monitor quarantine protocols and adhere to exposure guidelines provided by PDE and DOH. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	Isolation space	Y
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<ol style="list-style-type: none"> Utilize phone and email for timely communication with all families. Monitor district plans and coordinate/review school closings and operational procedures with member school districts. Contact transportation and staffing providers to implement and coordinate prevention efforts. In accordance with state and local requirements, notify local health department officials. 	<ol style="list-style-type: none"> Utilize phone and email for timely communication with all families. Monitor district plans and coordinate/review school closings and operational procedures with member school districts. Contact transportation and staffing providers to implement and coordinate prevention efforts. In accordance with state and local requirements, notify local health department officials. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	technology	Y
Other monitoring and screening practices	<ol style="list-style-type: none"> Follow the Chester County Department of Health, Center for Disease Control (CDC) and state department, guidance, guidelines, recommendations, and protocols for operation in the yellow phase. Conduct regular monitoring, physical distancing and disinfect and cleaning of all work and student spaces. 	<ol style="list-style-type: none"> Follow the Chester County Department of Health, Center for Disease Control (CDC) and state department, guidance, guidelines, recommendations, and protocols for operation in the green phase. Conduct regular monitoring, physical distancing and disinfect and cleaning of all work and student spaces. 			Y

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for physical emotional wellness at school and at home?

Summary of Responses to Key Questions:

- All staff will wear masks unless it is unsafe for them to do so. Staff who are unable to wear masks will be provided with face shields. Staff may wear additional PPE based on specific interactions they are having with students.
- Students will be actively taught to tolerate face coverings. Older students who have the ability to wear face coverings during the day will be required to wear them during periods when physical distancing is not possible. Students who are unable to tolerate face coverings will receive direct instruction. Students who do not respond to formal group lesson plans will receive an individualized assessment and teaching plan to increase their use of face coverings.
- For students who are at higher risk, the school administration will work with the student’s family and LEA to determine to best solution for instruction. This may include options for part-time schedules and remote learning.
- Staff who are at higher risk will work with the center People Operations department to determine appropriate modifications. This may include access to FMLA.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff at higher risk for severe illness	<ol style="list-style-type: none"> 1. Offer options for students and staff that limit their risk of exposure like working from home, virtual learning for students, job responsibilities that limit interaction/exposure. 2. Maintain policies to protect the privacy of people at higher risk of illness. 	<ol style="list-style-type: none"> 1. Offer options for students and staff that limit their risk of exposure like working from home, virtual learning for students, job responsibilities that limit interaction/exposure. 2. Maintain policies to protect the privacy of people at higher risk of illness. 		PPE	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Use of face coverings (masks or face shields) by all staff</p>	<ol style="list-style-type: none"> All staff will wear masks unless it is unsafe for them to do so. Staff will also be provided with the option of wearing face shields. Staff should wear appropriate PPE based on specific interactions they are having with students. Staff should wear appropriate PPE in care areas of suspected individuals with COVID symptoms. Disposable face masks will be provided by the organization. 	<ol style="list-style-type: none"> All staff will wear masks unless it is unsafe for them to do so. Staff will also be provided with the option of wearing face shields. Staff should wear appropriate PPE based on specific interactions they are having with students. Staff should wear appropriate PPE in care areas of suspected individuals with COVID symptoms. Disposable face masks will be provided by the organization. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>	<p>PPE</p>	<p>Y</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<ol style="list-style-type: none"> Employees, customers, and guests will need to wear face masks when in the office/buildings. Students with the ability to wear a mask will be encouraged to wear masks. Training/guidance will be provided. Students who do not have the ability to wear a face covering will be provided with instruction to tolerate wearing a face covering. Disposable face masks will be provided by the organization for individuals that don't have one. Some staff may be required to wear face shields based on the classroom environment and/or needs of students. 	<ol style="list-style-type: none"> Employees, customers, and guests will need to wear face masks when in the office/buildings. Students with the ability to wear a mask will be encouraged to wear masks. Training/guidance will be provided. Students who do not have the ability to wear a face covering will be provided with instruction to tolerate wearing a face covering. Disposable face masks will be provided by the organization for individuals that don't have one. Some staff may be required to wear face shields based on the classroom environment and/or needs of students. 		<p>PPE</p>	<p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Unique safety protocols for students with complex needs or other vulnerable individuals	<ol style="list-style-type: none"> Students with medical/physical needs should not wear PPE if it would interfere with their ability to breathe. Teach students and staff how to properly put on and remove gloves, gowns, masks, and other PPE as needed. Staff should monitor/supervise staff physically intervening for PPE needs/if anything needs to be adjusted. Dispose or clean PPE immediately after physical intervention. Staff should have a change of clothes available in case of possible contamination. Schools will work with families and health care providers to implement individualized recommendations for health and safety. 	<ol style="list-style-type: none"> Students with medical/physical needs should not wear PPE if it would interfere with their ability to breathe. Teach students and staff how to properly put on and remove gloves, gowns, masks, and other PPE as needed. Staff should monitor/supervise staff physically intervening for PPE needs/if anything needs to be adjusted. Dispose or clean PPE immediately after physical intervention. Staff should have a change of clothes available in case of possible contamination. Schools will work with families and health care providers to implement individualized recommendations for health and safety. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>		Y
Strategic deployment of staff	<ol style="list-style-type: none"> Staff will report to the building/program where they are currently working. For vacancies, properly trained substitutes will be assigned to familiar classrooms. Building/Program administrators will ensure that staff are maintaining safety protocols and physical distancing. 	<ol style="list-style-type: none"> Staff will report to the building/program where they are currently working. For vacancies, properly trained substitutes will be assigned to familiar classrooms. Building/Program administrators will ensure that staff are maintaining safety protocols and physical distancing. 	<p>Pamela McCullough, Education Director, CBHS Schools</p> <p>Kathy Keehn, Education Director, CARES</p> <p>Susan Nice, Education Director, CIDDS Learning Center</p>		Y

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Symptoms of COVID-19 and mitigation strategies	All staff	School leadership teams	Virtual	Technology & Internet Devereux COVID-19 Policies and Procedures	August 17, 2020	August 31, 2020
School Implementation of the Health and Safety Plan	All staff	School leadership teams	Virtual	Technology & Internet Health and Safety Plan	August 17, 2020	August 31, 2020
Training of the Proper Use of Face Masks for Students	All teaching staff	Nursing/medical and behavior support	Virtual	Technology, physical stories, teaching plans	August 17, 2020	August 31, 2020

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Initial Communication about the Reopening Plan	Parents/Guardians Staff	Education Director for each school	Emails, phone, zoom meetings	7/6/20	7/31/20
Reopening Plan	Parents/Guardians Staff	Education Director for each school	Emails, phone, zoom meetings	8/3/20	8/19/20

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Communication about Staff/Student Illness and Plan for Opening/Closing Schools	Parents/Guardians Staff Chester County Health Department	Education Director for each school	Emails and phone	Reopening	ongoing

Health and Safety Plan Summary: Devereux Advanced Behavioral Health Schools

Anticipated Launch Date: August 17, 2020

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<ul style="list-style-type: none">• Devereux janitorial staff have continued to clean school buildings, even during the time when students have not been present for instruction. Devereux has developed COVID-19 cleanliness protocols, including a cleaning checklist, to ensure that cleaning is consistent with recommendations from the CDC. Our cleaning supplies meet or exceed OSHA and CDC requirements.• “COVID Captains” are designated at each site to ensure accurate and consistent implementation of Devereux COVID-19 protocols.• The cleaning checklist will be completed in a final walkthrough by the Education Director and the COVID Captains prior to reopening.• The COVID Captains will ensure that the cleaning checklist is completed once a day.• In addition to the daily cleaning, janitorial and supervisory staff will sweep the building routinely to disinfect high touch areas. Teachers and staff will use disinfectant wipes to clean desk tops, door knobs and other high touch areas in their classrooms. To the extent possible, staff will wipe down high touch surfaces (faucets, door knobs) in bathrooms following student use.• Janitorial staff will complete training related to COVID-19, mitigating infection and proper cleaning procedures. Teachers and staff will receive training in the Health and Safety Plan prior to reopening to students. This will include procedures for disinfecting and sanitizing.

Physical Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p> <p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p> <p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> <p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p> <p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p>	<ul style="list-style-type: none"> • Classrooms will be arranged with desks and work spaces maintaining 6 feet of distance between students as much as possible. • The same students and staff will be grouped together throughout the day. If change of teacher is necessary, the teachers will move to the different classroom rather than the students, minimizing the number of people moving throughout the building. • Students will have a designated location for items from home. Students will have their own set of instructional materials and will not share materials. • All buildings/programs will follow the Devereux Advanced Behavioral Health Phased Reopening Procedures. This plan includes checklists for reopening and utilizes the guidance from the CDC. • Students will be able to access school yards and playground for lunch and recess. Adult supervision will ensure that all safety protocols are followed. If appropriate, outdoor space may be utilized for instructional purposes. Students will access the community as part as pre-employment training and community-based instruction. Community-based instruction will resume under Phase 2 of Devereux’s Phased Reopening Procedures. • Students will each lunch in their classroom or a designated area outside. • All staff and students will follow hygiene routines upon entry into the building, when using the restroom, before/after eating, before/after using outdoor spaces and when exiting the building. Staff will teach proper hand washing routines as well as proper use of hand sanitizer. Hygiene routines will be target areas for instruction for students that cannot complete these routines independently.
<p>Limiting the sharing of materials among students</p>	
<p>Staggering the use of communal spaces and hallways</p>	
<p>Adjusting transportation schedules and practices to create physical distance between students</p>	
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	
<p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p>	

Requirement(s)	Strategies, Policies and Procedures
<p>Other physical distancing and safety practices</p>	<ul style="list-style-type: none"> • Staff will be required to wear face coverings. Students will be encouraged to wear face coverings to the greatest extent possible, particularly in situations where physical distancing is not possible. Tolerating mask wearing will be a target for instruction. Students who do not respond to group lessons will receive individualized assessment and lesson planning to teach this skill. • Arrival and dismissal will be staggered to allow students to safely exit and enter the vehicle and the building using proper physical distancing. Temperatures will be taken prior to exiting the vehicle to ensure that the student does not have a temperature above 100 degrees. • Visitors to the building will be limited. Remote technology will be utilized for meetings under the initial phase of reopening. • All staff working in the buildings/programs will participate in a training in the safety protocols prior to reopening for students. • On the first staff day, school leadership will review all safety protocols with staff. Compliance with COVID-19 safety procedures will be assessed by the COVID Captain on at least a weekly basis.

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<ul style="list-style-type: none"> • All staff will complete the self-screening tool that reviews COVID-19 symptoms and other risk factors at home each morning prior to leaving for work. This includes a temperature check. Responses will be recorded and any symptoms will be reported to supervisors. • Parents of students unable to communicate will be asked to complete the screening each morning. If symptoms exist, students should remain at home. Parents of day students will be asked to take their son/daughter's temperature at home prior to sending them to school.

Requirement(s)	Strategies, Policies and Procedures
<p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<ul style="list-style-type: none"> • Students will be screened for temperatures upon arrival. Students capable of responding will be asked the health screening questions. • Students or staff exhibiting symptoms during the day will be isolated. The school nurse, in consultation with building/program administration, will direct staff or students to their healthcare provider or Chester County Health Department for decisions regarding quarantine. • Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow CDC guidance for caring for oneself and others who are sick. Staff or students with a probable or confirmed exposure will follow Devereux’s tiered protocol for individual and staff exposure to COVID-19. • Staff and students with fever or symptoms that may be associated with COVID-19 and no known direct exposure to a person with COVID-19 may return to school when they are asymptomatic and have been fever free for at least 24 hours without the use of fever-reducing medicine or have confirmation of an alternative diagnosis from a health care provider that explains the COVID-19-like symptom(s). • Staff or students with symptoms who have had a direct exposure to a person with COVID-19 will be considered probable cases and should remain excluded from school/work until criteria is met to return to the program following Devereux’s tiered protocol for individual and staff exposure to COVID-19. • A student or staff member who is quarantined following close contact with a case may not return to school until cleared to do so by DOH or the appropriate CMHD. A negative test obtained prior to the end of quarantine does not clear an individual for return. The entire quarantine period must be completed. Families will be notified of staff or student illness through phone and email communication from the Education Director.

Requirement(s)	Strategies, Policies and Procedures
	<ul style="list-style-type: none"> All staff working directly with students will be trained to monitor students for symptoms. Training will occur prior to the return to the building/program and will be reinforced by the administrators and nurse. Administrators will monitor the staff and provide on-going training as deemed necessary.

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<ul style="list-style-type: none"> All staff will wear masks unless it is unsafe for them to do so. Staff who are unable to wear masks will be provided with face shields. Staff may wear additional PPE based on specific interactions they are having with students. Students will be actively taught to tolerate face coverings. Older students who have the ability to wear face coverings during the day will be required to wear them during periods when physical distancing is not possible. Students who are unable to tolerate face coverings will receive direct instruction. Students who do not respond to formal group lesson plans will receive an individualized assessment and teaching plan to increase their use of face coverings. For students who are at higher risk, the school administration will work with the student’s family and LEA to determine to best solution for instruction. This may include options for part-time schedules and remote learning. Staff who are at higher risk will work with the center People Operations department to determine appropriate modifications. This may include access to FMLA. Current practice allows buildings/programs to have regular building substitutes and part time staff. These teachers and instructional aides are familiar with our students and programming. These individuals will complete the same training protocols as regular staff. Administration will provide oversight and guidance.

Health and Safety Plan Governing Body Affirmation Statement

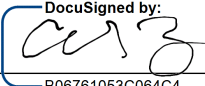
The Board of Directors/Trustees for **Devereux Advanced Behavioral Health** reviewed and approved the Phased School Reopening Health and Safety Plan on

The plan was approved by a vote of:

8	Yes
0	No

Affirmed on:

By:

DocuSigned by:

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(Signature of Board President)*

Christopher Butler, Chair, Board of Trustees

(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.