



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: **West Side Career & Technology Center**

Initial Effective Date: **August 29, 2022**

Date of Last Review: **September 7, 2023**

Date of Last Revision: **August 22, 2022**

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

All West Side Career and Technology Center's (WSCTC) activities and decisions will be informed by the PA DOH, PDE, independent research and our partner agencies. Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Center for Disease Control and Prevention (CDC) Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH). WSCTC will practice and support prevention and mitigation efforts in response to the changing conditions. WSCTC is prepared to practice prevention and mitigation strategies along a continuum of most to least restrictive strategies in response to the changing conditions of the Pandemic.

In addition to practicing standard preventative measures such as handwashing, cleaning practices, and the option of PPE, WSCTC will continue to encourage the vaccination of students and staff. WSCTC will continue to practice standard mitigation efforts to include reducing close contact when feasible.

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?

Understanding that many scenarios may require a fluid transition between remote, blended and face to face options, WSCTC has requisitioned necessary equipment, provided requisite training and have systems in place to transition from face-to-face, blended and full virtual approaches. With experience and lessons learned in operating parallel face-to-face and virtual learning environments we are poised to deliver a continuity of instruction regardless of the transmission levels within our community.

West Side CTC's emergency plans factor in the needs of diverse learners and families across unique programs. The plan provides options to engage learners

from 9 to 12, aligned to the instructional time provisions, with the use of virtual learning options, distribution of materials/printed resources, and one-to-one conferencing. Additional considerations for special education supports, English Learner supports, and Gifted Education will be integrated in partnership with families.

Instructional delivery will occur through the use of Google Meets and Google Classrooms. The students will be using these platforms for blended instruction during onsite instruction as well, so there will be familiarity. Devices will continue to be provided by WSCTC. For families without internet access, WSCTC will provide a Mifi device for educational purposes.

Attendance will be taken in school for all face-to-face and remote learning days. Students should complete work each day listed in the academic calendar, regardless of weather delays or closures.

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

ARP ESSER Requirement	Strategies, Policies, and Procedures
a. Universal and correct wearing of masks ;	<ul style="list-style-type: none"> • Communicate effective face covering practices to all students and staff. • Effective December 10, 2021; As ruled by the Pennsylvania Supreme Court, mask wearing will be optional.
b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);	<ul style="list-style-type: none"> • Follow the current PA DOH and PDE requirements for physical distancing. When feasible, reduce opportunities for close contact • Provide standard PPE for all staff and students upon request.
c. Handwashing and respiratory etiquette ;	<ul style="list-style-type: none"> • Follow the current PA DOH and PDE guidelines for handwashing and respiratory etiquette. • Signage will continue to be posted to remind students and staff of proper handwashing techniques and respiratory etiquette.

ARP ESSER Requirement	Strategies, Policies, and Procedures
d. <u>Cleaning</u> and maintaining healthy facilities, including improving <u>ventilation</u> ;	<ul style="list-style-type: none"> Follow the current CDC and/or PA DOH, industry best practices, and PDE guidelines for cleaning and ventilation.
e. <u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u> , in collaboration with the State and local health departments;	<ul style="list-style-type: none"> Follow the current PA DOH and PDE requirements for contact tracing, isolation, and quarantine.
f. <u>Diagnostic</u> and screening testing;	<ul style="list-style-type: none"> Follow any current diagnostic testing and screening procedures required by the PA DOH or PDE. Individuals (students and employees) will inform the district of a positive COVID-19 test result.
g. Efforts to provide <u>vaccinations to school communities</u> ;	<ul style="list-style-type: none"> Follow any current vaccination requirements by PA DOH or PDE. WSCTC will continue to work with current providers to communicate opportunities for staff and students to receive the vaccination.
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	<ul style="list-style-type: none"> Follow all IEP and 504 accommodations as documented.
i. Coordination with state and local health officials.	<ul style="list-style-type: none"> Maintain existing partnerships with local and state PA DOH, PDE, and emergency management. Refer to PA DOH as needed for guidance on responding to COVID situations.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **West Side Career and Technology Center** reviewed and approved the Health and Safety Plan on **August 22, 2022**.

The plan was approved by a vote of:

9 Yes
0 No

Affirmed on: **August 22, 2022**

By:



(Signature* of Board President)

Larry Schuler

(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.