



## UNIVERSAL VARE

# Phased School Reopening Health and Safety Plan Template

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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: **Universal Vare STEM and Arts Academy**

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 social 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 social 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). **School will begin with 100% Virtual Learning until November 18, 2020.**

**Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): November 18, 2020**  
**Blended Reopening.**

## 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)
<b>Karen Howell-Toomer</b>	School Administrator	Health And Safety Plan Coordinator
<b>Aaron Smith</b>	School Administrator	Pandemic Crisis Response Team
<b>Zulette Henry</b>	Classroom Teacher	Plan Development
<b>Jessica Imbody</b>	Classroom Teacher	Plan Development
<b>Stephani Finnin</b>	School Counselor	Pandemic Response Team
<b>Sharisse Bloomfield</b>	Parent Liasion	Plan Development
<b>Rod Sewell</b>	Maitneance Lead	Pandemic Response Team
<b>Anthony Elliott</b>	Technology Coordinator	Plan Development
<b>Marjory Tuff</b>	SEL	Pandemic Response Team
<b>Tina Jean-Pierre</b>	Director of Academics	Pandemic Response Team

## 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:

**Universal VARE will begin the school year Total Remote (100 % Virtual). Vare will deliver virtual instruction from September 1, 2020 -November 17, 2020. Vare will then migrate to a blended reopen model that balances in-person and remote instruction starting November 18, 2020. Universal Vare will implement CDC guidelines to clean and sanitize the building for a safe school reopening. Vare will engage in, but are not limited to implementing the following key strategies, policies and procedures for an effective in-person school reopening by November 18, 2020: the premises will have received a deep cleaning from an outsourced cleaning company. All surfaces will be sanitized with products purchased from a recommended CDC provider: ECOLab. Three months of cleaning supplies are purchased at a time and cleaning products currently on site. Cleaning and sanitation will be done daily and throughout the day with a deeper cleaning weekly on the day that students are not in the building. High traffic areas will be cleaned more frequently: handrails, doors, faucets. All custodial staff will receive both in-person and outsourced training virtually (webinar) on proper cleaning and sanitation of the premises before school starts. The custodial staff will have a checklist that they must follow each day to ensure proper sanitation guidelines are being implemented.**

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><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>By August 6th, the building will have been cleaned per CDC guidelines: Cleaning and disinfecting of all classrooms which include desks, chairs, walls, doors, floors and dusting/cleaning of vents and pipes.</p> <p>There will also be training provided to all cleaning staff for proper upkeep and safety of the building by an outside provider.</p> <p>All products are being acquired/provided by ECOLab which is a CDC supplier of chemicals.</p> <p>Cleaning and sanitizing will be done daily throughout the day and a deep cleaning will be performed at the end of each day with additional cleaning on Friday when no students will be in the building.</p> <p>Cleaning supplies are ordered for three months at a time on an ongoing basis.</p> <p>Hand Sanitizer Stations will be mounted and maintained in each classroom, in halls and other high traffic areas.</p> <p>Identified ‘high touch points’ will be disinfected at a higher frequency throughout the day: handrails, door knobs, faucets.</p>	<p>- By August 15th, the building will have been cleaned per CDC guidelines: Cleaning and disinfecting of all classrooms which include desks, chairs, walls, doors, floors and dusting/cleaning of vents and pipes.</p> <p>There will also be training provided to all cleaning staff for proper upkeep and safety of the building by an outside provider.</p> <p>All products are being acquired/provided by ECOLab which is a CDC supplier of chemicals.</p> <p>Cleaning and sanitizing will be done daily throughout the day and a deep cleaning will be performed at the end of each day with additional cleaning on Friday when no students will be in the building.</p> <p>Cleaning supplies are ordered for three months at a time on an ongoing basis.</p> <p>Hand Sanitizer Stations will be mounted and maintained in each classroom, in halls and other high traffic areas.</p> <p>Identified ‘high touch points’ will be disinfected at a higher frequency throughout the day: handrails, door knobs, faucets.</p>	<p>Lawrence Threadgill Director of Facilities</p> <p>Karen Howell-Toomer, Principal</p> <p>Aaron Smith, Assistant Principal</p> <p>Rod Sewell Maintenance</p>	<p>Cleaning wipes, hand sanitizer, masks, soap, and gloves</p>	<p>Yes Building Engineer and Custodial Staff</p>

	<p>A cleaning/sanitizing checklist will be created and completed by the custodial staff responsible for the cleaning.</p> <p>Custodial staff will ensure that all handwashing sinks are operational and have clean running water, soap and paper towels. If a sink becomes inoperable, immediate steps will be taken to repair it</p>	<p>A cleaning/sanitizing checklist will be created and completed by the custodial staff responsible for the cleaning.</p> <p>Custodial staff will ensure that all handwashing sinks are operational and have clean running water, soap and paper towels. If a sink becomes inoperable, immediate steps will be taken to repair it</p>			
<p><b>Other cleaning, sanitizing, disinfecting, and ventilation practices</b></p>	<p>Principal/Pandemic Coordinator hired outside agency to conduct a deep sanitizing cleaning of the building prior to scholar and staff re-entry.</p>	<p>N/A</p>	<ul style="list-style-type: none"> <li>Principal/Pandemic Coordinator</li> <li>Facility Staff</li> </ul>	<p>N/A</p>	<p>No</p>

## Social Distancing and Other Safety Protocols

### 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 social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social 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: Universal VARE will begin the school year Total Remote (100 % Virtual). VARE will deliver virtual instruction from September 1, 2020 – November 17, 2020. VARE will then migrate to an in-person blended model of instruction starting November 18, 2020. Universal VARE will implement CDC guidelines for social distancing for a safe school reopening. VARE will engage in, but are not limited to implementing the following key strategies, policies and procedures for an effective in-person blended school reopening by November 18, 2020: Classrooms will be designed to mitigate spread by reducing class size to 50% (maximum of 13 students), spacing desks six feet apart for social distancing, desks will only face in one direction, only one adult will be permitted in a classroom at a time, and students will remain in their classroom for the entire day. Communal spaces will only be used to service small groups of students who will be socially distanced. Outdoor space will mainly be used for arrival and dismissal. Outdoor space will also be used for supervised/organized recess and/or gym. When outdoor space is used, students will still be required to maintain social distance and students will not be able to engage in traditional, close contact, play. All staff and students will be encouraged to frequently wash their hands. Hand sanitizing stations will be placed in all classrooms and throughout the school building. The custodial staff will have a scheduled cleaning rotation. All staff and students must wear face masks or shields at all times. Exceptions will be made for medical or social-emotional conditions. The Philadelphia School District will be responsible for socially distancing all students on the bus. All visitors/volunteers must undergo a temperature check, wear a face mask/face shield, and maintain six feet social distancing at all time when on school premises. All staff will receive and review the school’s reopening plan during professional development at the beginning of the school year and receive updates throughout the school year as needed.**

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><b>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>All student desks will be spaced six feet apart.</p> <p>All student desks will face in one direction.</p> <p>All students and staff will be required to wear a mask.</p> <p>All students and staff will be provided with a mask as needed.</p> <p>Hand sanitizing stations will be installed in all classrooms.</p> <p>Two or more windows will be open in classrooms at all times.</p> <p>Students will be encouraged to wash their hands multiple times throughout the day.</p> <p>Facilities staff will sanitize high traffic surfaces throughout the day.</p> <p>All student desks will be sanitized daily.</p> <p>Students will not be able to share supplies.</p> <p>All students will line up six feet apart during morning admission.</p> <p>All staff and students will undergo a temperature check before entering the building.</p> <p>Multiple entrances will be used for admission to minimize crowding at entrances.</p>	<p>All student desks will be spaced six feet apart.</p> <p>All student desks will face in one direction.</p> <p>All students and staff will be required to wear a mask.</p> <p>All students and staff will be provided with a mask as needed.</p> <p>Hand sanitizing stations will be installed in all classrooms.</p> <p>Two or more windows will be open in classrooms at all times.</p> <p>Students will be encouraged to wash their hands multiple times throughout the day.</p> <p>Facilities staff will sanitize high traffic surfaces throughout the day.</p> <p>All student desks will be sanitized daily.</p> <p>Students will not be able to share supplies.</p> <p>All students will line up six feet apart during morning admission.</p>	<p>Karen Howell-Toomer, Principal</p> <p>Aaron Smith Assistant Principal</p> <p>All Classroom Teachers</p> <p>All Support Staff</p>	<p>Materials:</p> <p>Thermometers</p> <p>Face Masks</p> <p>Lanyards</p> <p>Gloves</p> <p>Cleaning supplies</p> <p>Safety/Social Distancing Signage</p>	<p>Yes</p> <p>Safety policies and procedure for all staff</p>

	<p>Staggered admission and dismissal as needed</p> <p>Clear physical barriers will be installed in the main office and reception areas</p> <p>The School District of Philadelphia will be responsible for socially distancing students on the bus.</p> <p>All students will stay in the same classroom for the entire day.</p> <p>Only one adult will be permitted in a classroom at any given time with students.</p> <p>Staff members are limited and/or restricted from entering other classrooms even when there are no students.</p> <p>Any students in a communal space within the school building will be socially distanced.</p> <p>Lunch will be served in the classroom.</p> <p>Classroom student population will be reduced by 50%.</p> <p>No more than 13 students will be in a given classroom at one time.</p> <p>All visitors and volunteers will have their temperature checked before entering the building.</p> <p>All visitors and volunteers must wear a face mask.</p> <ul style="list-style-type: none"> <li>All visitors and volunteers must maintain six feet social distancing.</li> </ul>	<p>All staff and students will undergo a temperature check before entering the building.</p> <p>Multiple entrances will be used for admission to minimize crowding at entrances.</p> <p>Staggered admission and dismissal as needed</p> <p>Clear physical barriers will be installed in the main office and reception areas</p> <p>The School District of Philadelphia will be responsible for socially distancing students on the bus.</p> <p>All students will stay in the same classroom for the entire day.</p> <p>Only one adult will be permitted in a classroom at any given time with students.</p> <p>Staff members are limited and/or restricted from entering other classrooms even when there are no students.</p> <p>Any students in a communal space within the school building will be socially distanced.</p> <p>Lunch will be served in the classroom.</p> <p>Classroom student population will be reduced by 50%.</p>			
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	<ul style="list-style-type: none"> <li>All staff will be trained on social distancing and other safety protocols.</li> <li>Training will be provided through professional development and/or webinars before students return to school (August).</li> <li>Preparedness will be measured by the observed fidelity of implementation of all policies and procedures.</li> </ul>	<p>No more than 13 students will be in a given classroom at one time.</p> <p>All visitors and volunteers will have their temperature checked before entering the building.</p> <p>All visitors and volunteers must wear a face mask.</p> <ul style="list-style-type: none"> <li>All visitors and volunteers must maintain six feet social distancing.</li> <li>All staff will be trained on social distancing and other safety protocols.</li> <li>Training will be provided through professional development and/or webinars before students return to school (August).</li> <li>Preparedness will be measured by the observed fidelity of implementation of all policies and procedures.</li> </ul>			
<p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<ul style="list-style-type: none"> <li>All common areas such as the cafeteria, auditorium, and gym will not be used. Breakfast and lunches will be delivered to the classroom.</li> </ul>	<p>Common area spaces will be available for use but with limited numbers.</p>	<p>Karen Howell-Toomer,Principal</p> <p>Aaron Smith Assistant Principal</p> <p>All Classroom Teachers</p> <p>All Support Staff</p>	<p>Same as above</p>	<p>No</p>
<p><b>* Hygiene practices for students and staff including the</b></p>	<ul style="list-style-type: none"> <li>Per CDC guidelines, staff and students will be encouraged to wash/sanitize hands frequently throughout the day.</li> </ul>	<ul style="list-style-type: none"> <li>Per CDC guidelines, staff and students will be encouraged to</li> </ul>	<p>Building Engineer</p>	<p>Same as above</p>	<p>No</p>

<p><b>manner and frequency of hand-washing and other best practices</b></p>	<ul style="list-style-type: none"> <li>Hand sanitizing stations will be installed in all classrooms and throughout the building.</li> </ul>	<p>wash/sanitize hands frequently throughout the day.</p> <ul style="list-style-type: none"> <li>Hand sanitizing stations will be installed in all classrooms and throughout the building.</li> </ul>	<p>All Classroom Teachers All Support Staff</p>		
<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p>Social distancing decals will be placed on the floor in the hallways and in the classroom. Signs for sanitization and safe distancing will be placed around the building.</p> <p>Safety signage to promote everyday protective measures will be posted at all entrances and throughout the entire building on every floor.</p> <ul style="list-style-type: none"> <li></li> </ul>	<p>Safety signage to promote everyday protective measures will be posted at all entrances and throughout the entire building on every floor.</p>	<p>Building Engineer Karen Howell-Toomer, Principal</p>	<p>Social distancing decals and posters</p>	<p>No</p>
<p><b>* Identifying and restricting non-essential visitors and volunteers</b></p>	<p>Access to all school facilities will be limited to current students, current staff, approved vendors and contractors, and invited guests with administrative approval. Until further notice, no other visitors will be permitted on the premises.</p> <p><b>SCHOOL VISITORS</b></p> <p>Visitors who do not fit the criteria above will not be allowed in school during the day.</p> <p>While we value parent/guardian participation, at this time, they will not be able to participate in classroom activities or programs such as room parents, and back- to-school events, in order to promote the health and safety of students, staff, and their families.</p> <p>All in-person parent meetings including Back to School Night, Annual Title I meetings,</p>	<p>Access to all school facilities will be limited to current students, current staff, approved vendors and contractors, and invited guests with administrative approval. Until further notice, no other visitors will be permitted on the premises.</p> <p><b>SCHOOL VISITORS</b></p> <p>Visitors who do not fit the criteria above will not be allowed in school during the day.</p> <p>While we value parent/guardian participation, at this time, they will not be able to participate in classroom activities or programs such as room parents, and back- to-school events, in</p>	<p>Karen Howell-Toomer Principal Aaron Smith, Assistant Principal</p>	<p>Signs and notifications will be posted for visitors/volunteers</p>	<p>No</p>

	<p>SAC and/or Organized Parent Group meetings and Parent Teacher Conferences will be scheduled virtually.</p> <p>All substitute teachers will be required to follow the visitor protocol.</p>	<p>order to promote the health and safety of students, staff, and their families.</p> <p>All in-person parent meetings including Back to School Night, Annual Title I meetings, SAC and/or Organized Parent Group meetings and Parent Teacher Conferences will be scheduled virtually. All substitute teachers will be required to follow the visitor protocol.</p>			
<p><b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b></p>	<p>All sporting activities have been suspended until further notice</p> <p>If and when they begin, all CDC guidelines will be adhered to and enforced.</p>	<p>All sporting activities have been suspended until further notice</p> <p>If and when they begin, all CDC guidelines will be adhered to and enforced.</p>	<p>Karen Howell-Toomer, Principal</p> <p>Aaron Smith, AP</p>	N/A	No
<p><b>Limiting the sharing of materials among students</b></p>	<ul style="list-style-type: none"> <li>Scholars will utilize one-to-one devices along with curriculum materials.</li> </ul>	<p>Same as “Yellow Phase”</p>	<p>All Classroom Teachers</p>	<p>One-to-one devices</p>	No
<p><b>Staggering the use of communal spaces and hallways</b></p>	<ul style="list-style-type: none"> <li>There will be designated classroom bathroom breaks throughout the day that will be staggered to minimize student- student, student-staff contact.</li> <li>Students will only be allowed to use the bathroom on their floor.</li> <li>Facilities will sanitize high surface areas in the bathroom throughout the day.</li> </ul>	<ul style="list-style-type: none"> <li>There will be designated classroom bathroom breaks throughout the day that will be staggered to minimize student- student, student-staff contact.</li> <li>Students will only be allowed to use the bathroom on their floor.</li> <li>Facilities will sanitize high surface areas in the bathroom throughout the day.</li> </ul>	<p>Karen Howell-Toomer, Principal</p> <p>Aaron Smith, AP</p>	N/A	No

<p><b>Adjusting transportation schedules and practices to create social distance between students</b></p>	<p>The School District of Philadelphia will be responsible for ensuring social distancing on the school bus.</p> <p>The School District of Philadelphia has changed the drop-off and pick-up time for all 5-8 schools to 8:30 am morning pick-up/drop-off and 2:35 pm pick-up/drop-off.</p> <p>Parents are encouraged to check their child's health before having them board the bus for signs of Covid-19.</p> <p><b>Per the Philadelphia School District:</b></p> <p><b>All children are required to wear a mask when entering, while riding, and when exiting a school bus, van or sedan/cab.</b></p> <p><b>Any student who cannot wear a mask or face shield due to a medical condition (with documentation), a mental health condition, or disability, or who would be unable to remove a mask without assistance, is not required to wear face coverings. Individuals who are not able to wear face masks should use another type of face covering such as a plastic face shield.</b></p> <p><b>Refusal to wear a mask and follow all rules will result in re-evaluation of the type and method of transportation service for your child.</b></p> <p>All drivers and attendants must wear a face covers the mouth and nose at all times when in contact with your child. The driver's mask must be removed when the vehicle is in operation to</p>		<p>Karen Howell-Toomer,Principal</p>	<p>N/A</p>	<p>No</p>
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	<p>operation of the vehicle. Where necessary transport of the students on the bus, drivers on routes may wear transparent masks or face shields to facilitate communication with the students.</p> <p>Social distancing will be maintained through the following:</p> <p>Each student will receive a specific seating assignment which they will be required to sit in.</p> <p>Assignments will be made based on your child's schedule pick up and drop off times.</p> <p>At drop off time, with assignments starting from the rear of the bus to the front of the bus, to minimize students' contact with other students in the aisle.</p> <ul style="list-style-type: none"> <li>• Upon arrival at the school, students will disembark from the bus or school vehicle beginning with those seated at the front of the vehicle and working their way to the back of the vehicle.</li> <li>• Students will be seated in every other seat. There will only be one child per seat.</li> </ul>				
<p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p>	<ul style="list-style-type: none"> <li>• Classrooms will be limited to no more than 13 scholars per class.</li> <li>• Only one adult will be allowed in the classroom at any given time.</li> <li>• Classroom student capacity will be reduced by 50%.</li> </ul>	<ul style="list-style-type: none"> <li>• Classrooms will be limited to no more than 13 scholars per class.</li> <li>• Only one adult will be allowed in the classroom at any given time.</li> <li>• Classroom student capacity will be reduced by 50%.</li> </ul>	<p>Karen Howell-Toomer, Principal</p> <p>Aaron Smith, AP</p> <p>All Classroom Teachers</p>	<p>N/A</p>	<p>No</p>

<b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b>	<ul style="list-style-type: none"> <li>When applicable, all childcare services will be required to pick up scholars via curbside pickup.</li> </ul>	When applicable, all childcare services will be required to pick up scholars via curbside pickup.	Karen Howell-Toomer Principal  Aaron Smith Assistant Principal	Notifications will be sent to local childcare facilities and parents.	No
<b>Other social distancing and safety practices</b>	N/A	N/A	N/A	N/A	N/A

## 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: Universal VARE will begin the school year Total Remote (100 % Virtual). Vare will deliver virtual instruction from September 1, 2020 – November 17, 2020. Vare will then migrate to an in-person blended model of instruction starting November 18, 2020. Universal Vare will implement CDC guidelines for social distancing for a safe school reopening. Vare will engage in, but are not limited to implementing the following key strategies, policies and procedures for an effective in-person blended school reopening by November 18, 2020: All employees and parents of identified students are required to report to the building principal and nurse if they test positive for Covid-19. All employees and students are required to follow CDC guidelines to self -quarantine for 10 or more days. All employees and students who test positive must meet no fever and other health symptoms requirements before they can return to work or school. Only an administrator or nurse can determine when quarantine/isolation needs to be put into effect. Students who may not return for various reasons can continue receiving their education remotely. If or when a staff or student contracts the illness, letters will be sent home, information posted on Class Dojo, and direct phone calls to the other staff and students most directly impacted will be conducted to communicate possible exposure. The nurse will be responsible for monitoring staff and student health**

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><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Employees, students and/or parents of students are required to report if they test positive for COVID-19, if they develop symptoms consistent therewith, or if they are self-isolating due to suspected or known exposure to COVID-19.</p> <p>Parents/Guardians are encouraged to conduct daily screenings at home before their child is sent to school.</p>	<p>Employees, students and/or parents of students are required to report if they test positive for COVID-19, if they develop symptoms consistent therewith, or if they are self-isolating due to suspected or known exposure to COVID-19.</p> <p>Parents/Guardians are encouraged to conduct daily screenings at home before their child is sent to school.</p>	<p>Karen Howell-Toomer, Principal</p> <p>Ms. Hinton, School Nurse</p>		<p>No</p>
<p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p>	<p>An employee and/or student who displays potential COVID-19 symptoms will be sent to the school nurse for assessment and/or quarantine.</p> <p>An employee who is present at work and develops the following symptoms will be sent home immediately:</p> <p><b>EMPLOYEE WHO TESTS POSITIVE FOR COVID-19</b> An employee who tests positive for COVID-19 must:</p> <p>Notify Employee Health Services of the test results by emailing <a href="mailto:coronavirusreport@philasd.org">coronavirusreport@philasd.org</a> on the day of receipt.</p> <p>Identify all employees and contacts (i.e. visitors, students, contractors, etc.) who spent more than 15 minutes within 6 feet of the infected employee during the 48 hours before onset of symptoms and report the information to the school nurse.</p> <p>Remain home until Fever of 100.4°F, cough or shortness of breath OR</p>	<p>An employee and/or student who displays potential COVID-19 symptoms will be sent to the school nurse for assessment and/or quarantine.</p> <p>An employee who is present at work and develops the following symptoms will be sent home immediately:</p> <p><b>EMPLOYEE WHO TESTS POSITIVE FOR COVID-19</b> An employee who tests positive for COVID-19 must:</p> <p>Notify Employee Health Services of the test results by emailing <a href="mailto:coronavirusreport@philasd.org">coronavirusreport@philasd.org</a> on the day of receipt.</p> <p>Identify all employees and contacts (i.e. visitors, students, contractors, etc.) who spent more than 15 minutes within 6 feet of the infected employee during the 48 hours before onset of symptoms and report the information to the school nurse.</p> <p>Remain home until Fever of 100.4°F, cough or shortness of breath OR</p>	<p>Karen Howell-Toomer, Principal</p> <p>Ms. Hinton, School Nurse</p> <p>Dr. Nixon, Superintendent</p> <p>Parents/Guardians</p>	<p>CDC Guidelines and Updates</p>	<p>Yes</p>

	<p>Any two of the following symptoms: Sore throat, chills, headache, muscle pain, new loss of taste or smell. If an employee needs to be picked up, they will wait in a designated area for their ride.</p> <p><b>STUDENT WHO DEVELOPS SYMPTOMS WHILE AT SCHOOL</b> If a student exhibits the following symptoms while at school:</p> <p>Teacher will inform school nurse by telephone prior to sending the child to the Health Room</p> <p>Student will be escorted by an adult (no student escorts) to the Health Room</p> <p>Nurse will perform appropriate assessment and documentation in student information system (SIS) at least 10 days since the onset of symptoms AND until fever free when off anti-fever medications for 3 days AND symptoms are improving.</p> <p><b>STUDENT WHO DEVELOPS SYMPTOMS WHILE AT SCHOOL</b> If a student exhibits the following symptoms while at school:</p> <p>Fever of 100.4F or greater, cough or shortness of breath unrelated to a pre-existing condition OR</p>	<p>Any two of the following symptoms: Sore throat, chills, headache, muscle pain, new loss of taste or smell. If an employee needs to be picked up, they will wait in a designated area for their ride.</p>			
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	<p>Any two of the following symptoms: Sorethroat, chills, headache, muscle pain, new loss of taste or smell</p> <ul style="list-style-type: none"> <li>• Teacher will inform school nurse by telephone prior to sending the child to the Health Room</li> <li>• Student will be escorted by an adult (no student escorts) to the Health Room</li> <li>• Nurse will perform appropriate assessment and documentation in student information system (SIS)</li> </ul>				
<p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p>	<p>The school will follow the latest CDC and Pennsylvania Department of Education recommendations regarding isolating and quarantining scholars and school personnel.</p> <p>Parent/guardian will be notified to pick up student</p> <p>Student will be escorted to designated entrance to meet parent/guardian</p> <p>Parents/guardians will be given instructions to contact their medical provider</p> <p>No student who develops COVID-19 like symptoms defined above will be permitted to return home on the school bus that day</p>	<p>The school will follow the latest CDC and Pennsylvania Department of Education recommendations regarding isolating and quarantining scholars and school personnel.</p> <p>Parent/guardian will be notified to pick up student</p> <p>Student will be escorted to designated entrance to meet parent/guardian</p> <p>Parents/guardians will be given instructions to contact their medical provider</p> <p>No student who develops COVID-19 like symptoms defined above will be permitted to return home on the school bus that day</p>	<p>Karen Howell-Toomer, Principal</p> <p>Ms. Hinton, School Nurse</p>	<p>CDC Guidelines and Updates</p>	<p>Yes</p>

	<p>Nurse will follow up with family and document interaction</p> <p><b>RETURN TO SCHOOL GUIDELINES</b></p> <p>When tested and determined to be COVID-19 positive, until all of the following are true:</p> <ul style="list-style-type: none"> <li>• at least 10 days since the onset of symptoms AND</li> <li>• until fever free without the use of anti-fever medications for three days AND</li> <li>• symptoms are improving.</li> </ul> <p>Note: The COVID-19 positive individual does NOT need a repeat COVID test or and doctor's note in order to return to school.</p> <p>When tested and determined tbe COVID-19 negative, the student will remain home until:</p> <ul style="list-style-type: none"> <li>• at least 10 days since the onset of symptoms and remain fever free without the use of anti-fever medications for three days and symptoms are improving.</li> </ul>	<p>Nurse will follow up with family and document interaction</p> <p><b>RETURN TO SCHOOL GUIDELINES</b></p> <p>When tested and determined to be COVID-19 positive, until all of the following are true:</p> <ul style="list-style-type: none"> <li>• at least 10 days since the onset of symptoms AND</li> <li>• until fever free without the use of anti-fever medications for three days AND</li> <li>• symptoms are improving.</li> </ul> <p>Note: The COVID-19 positive individual does NOT need a repeat COVID test or</p>			
<p><b>Notifying staff, families, and the public of school closures and within-school-year</b></p>	<p>SCHOOL CLOSURE, SCHOOL ADMISSION/DISMISSAL, SAFETY PROTOCOL CHANGES, SCHOOL SAFETY UPDATES</p>	<p>SCHOOL CLOSURE, SCHOOL ADMISSION/DISMISSAL, SAFETY PROTOCOL CHANGES, SCHOOL SAFETY UPDATES</p>	<p>Karen Howell-Toomer Principal  Central Office</p>	<ul style="list-style-type: none"> <li>• Class Dojo</li> <li>• Automated One Call</li> <li>• Emails</li> <li>• Notification Letters</li> </ul>	<p>No</p>

<p><b>changes in safety protocols</b></p>	<p>In the event that a closure or dismissal of a school is necessary due to COVID-19, the Superintendent will make the determination that best addresses the specific circumstances. Decisions about school / building closures will be made carefully, and with the health, safety and needs of our students and families in mind.</p> <p>Information will be disseminated in the following manner: automated calls, Zoom Meetings, Class Dojo, school Website, Google Classroom.</p>	<p>In the event that a closure or dismissal of a school is necessary due to COVID-19, the Superintendent will make the determination that best addresses the specific circumstances. Decisions about school / building closures will be made carefully, and with the health, safety and needs of our students and families in mind.</p> <p>Information will be disseminated in the following manner: automated calls, Zoom Meetings, Class Dojo, school Website, Google Classroom.</p>			
<p><b>Other monitoring and screening practices</b></p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>

## 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 social emotional wellness at school and at home?

**Summary of Responses to Key Questions: Universal VARE will begin the school year Total Remote (100 % Virtual). VARE will deliver virtual instruction from September 1, 2020 – November 17, 2020. VARE will then migrate to an in-person blended model of instruction starting November 18, 2020. Universal VARE will implement CDC guidelines for social distancing for a safe school reopening. VARE will engage in, but are not limited to implementing the following key strategies, policies and procedures for an effective in-person blended school reopening by November 18, 2020: All staff and students must wear masks or face shields and adhere to social distancing guidelines. Medical and social/emotional exceptions will be made for mask/face shields. Staff who are at high risk must notify the principal and Human Resources and provide documentation of illness/risk. HR will make a final determination regarding employee and/or benefits. Parents of students who are at high risk must notify the principal and school nurse and provide documentation of the illness/risk. ALL parents of students, including at risk students, have the option to OPT OUT of brick-and-mortar, face to face instruction. They can receive full remote instruction. Universal VARE will monitor any staff or scholars with pre-existing conditions and who are labeled as “high-risk” and make modifications/accommodations if needed.**

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><b>* Protecting students and staff at higher risk for severe illness</b></p>	<p><b>High Risk Employees /Students</b></p> <p>The CDC has delineated health conditions that may put a person at higher risk for complications related to COVID-19.</p> <p>Employees returning to work should consult with their doctor if they feel that they are part of a high-risk population. In addition to taking any and all precautions necessary to protect themselves while they are in the workplace, if someone's health is considered high risk or you are pregnant and you believe you are at risk by returning to work, you must notify the principal and HR via email and provide required documentation of the ailment.</p> <p>Parents of students returning to school should consult with their doctor if they feel that they are part of a high-risk population. In addition to taking any and all precautions necessary to protect themselves while they are in the building, if a student's health is considered high-risk the parent should immediately inform the school principal and school nurse of the high risk condition along with medical documentation.</p> <p>All parents will have the option to OPT OUT of in-person instruction for multiple reasons, including if their child is considered a high health risk.</p> <p><b>Students may remove face masks when:</b> Seated at desks or assigned work spaces at least 6 feet apart</p>	<p><b>High Risk Employees /Students</b></p> <p>The CDC has delineated health conditions that may put a person at higher risk for complications related to COVID-19.</p> <p>Employees returning to work should consult with their doctor if they feel that they are part of a high-risk population. In addition to taking any and all precautions necessary to protect themselves while they are in the workplace, if someone's health is considered high risk or you are pregnant and you believe you are at risk by returning to work, you must notify the principal and HR via email and provide required documentation of the ailment.</p> <p>Parents of students returning to school should consult with their doctor if they feel that they are part of a high-risk population. In addition to taking any and all precautions necessary to protect themselves while they are in the building, if a student's health is considered high-risk the parent should immediately inform the school principal and school nurse of the high risk condition along with medical documentation.</p> <p>All parents will have the option to OPT OUT of in-person instruction for multiple reasons, including if their child is considered a high health risk.</p>	<p>Karen Howell-Toomer Principal</p> <p>Jermaine Young, HR</p> <p>Ms. Hinton, Nurse</p>	<p>Masks/Face Shields</p>	<p>No</p>

	Engaged in any activity for which maintaining at least 6 feet apart is assured.				
<b>* Use of face coverings (masks or face shields) by all staff</b>	<ul style="list-style-type: none"> <li>All school staff and scholars will be required to wear a mask throughout the school day.</li> </ul>		Karen Howell-Toomer, Principal  Jermaine Young, HR	Masks/Face Shields	No
<b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b>	<ul style="list-style-type: none"> <li>All school staff and scholars will be required to wear a mask throughout the school day.</li> </ul>		Karen Howell-Toomer Principal	Masks/Face Shields	No
<b>Unique safety protocols for students with complex needs or other vulnerable individuals</b>	N/A	N/A	N/A	N/A	N/A
<b>Strategic deployment of staff</b>	<ul style="list-style-type: none"> <li>Instructional staff members may be deployed to other grades in order to help minimize classroom size. Non-instructional staff will be used to help assist with food distribution, hallway transitions (bathroom use), and admission/dismissal procedures.</li> </ul>	Instructional staff members may be deployed to other grades in order to help minimize classroom size. Non-instructional staff will be used to help assist with food distribution, hallway transitions (bathroom use), and admission/dismissal procedures.	Karen Howell-Toomer Principal/  Support Staff	N/A	No

## 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
Cleaning and Sanitizing	All staff	Principal/Pandemic Coordinator and Pandemic Team	Zoom	CDC and PDE guidelines	Aug. 3, 2020	Aug. 3, 2020
Social Distancing Best Practices	All staff	Principal/Pandemic Coordinator and Pandemic Team	Zoom	CDC and PDE guidelines, Social Distancing Notifications and Decals	Aug. 17 <sup>th</sup> , 2020	Aug. 17 <sup>th</sup> , 2020
Re-Opening Procedures Overview of COVID-19 Policies, Academics, and Operations	All staff	Principal/Pandemic Coordinator and Pandemic Team	Zoom	N/A	Aug. 18 <sup>th</sup> , 2020	Aug. 18 <sup>th</sup> , 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
<b>School-Wide closure, Admissions/Dismissal, Safety Updates Survey</b>	All Families School Staff	Karen Howell-Toomer, Principal	Zoom, ClassDojo, Website and Automated calls	As Needed	Ongoing Throughout School Year
<b>School Reopening Plan</b>	All families, School Staff	Karen Howell-Toomer Principal	School Website Automated One-Call Letter Notification	August 3, 2020	September 1, 2020

## Health and Safety Plan Summary: **Universal Vare STEM and Arts Academy**

**Anticipated Launch Date: September 1, 2020 Total Remote (9/1/20-11/17/20 for School 100% Virtual) Effective 11/18 Blended Reopen Model of Instruction**

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><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p><b>In an effort to ensure the safety and well-being of all students and staff, Universal VARE will begin the school year by implementing a 100% virtual instructional program. We will implement virtual instruction from 9/1/20 – 11/17/20. Effective 11/18/20, we will begin our blended model of instruction with 50% of students in the building on Monday thru Thursday, school closure on Friday for deep cleaning, and the other 50% of students in the building on the alternating week. This is therefore subject to change based on Federal, State, and City school opening guidelines. Universal VARE will implement CDC guidelines to clean and sanitize the building for a safe in- person school reopening. We will engage in, but are not limited to implementing the following key strategies, policies and procedures for an effective in-person blended model school reopening on November 18, 2020: The premises will have received a deep cleaning from an outside cleaning company. All surfaces will be sanitized with products purchased from a recommended CDC provider: ECOLab. Three months of cleaning supplies are purchased at a time and cleaning products currently on site. Cleaning and sanitation will be done daily and throughout the day with a deeper cleaning weekly on the day that students are not in the building. High traffic areas will be cleaned more frequently: handrails, doors, faucets. All cleaning staff will receive both in-person and outside training (webinar) on proper cleaning and sanitation of the premises before school starts. The</b></p>

Requirement(s)	Strategies, Policies and Procedures
	<p><b>cleaning staff will have a checklist that they must follow each day to ensure proper sanitation guidelines are being implemented.</b></p>

## Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> <li>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</li> <li>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</li> <li>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</li> <li>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</li> <li>* Handling sporting activities consistent with the <a href="#">CDC Considerations for Youth Sports</a> for recess and physical education classes</li> </ul> <p>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p>	<p><b>In an effort to ensure the safety and well-being of all students and staff, Universal Vare will begin the school year by implementing a 100% virtual instructional program. We will implement virtual instruction from 9/1/20 – 11/17/20. Effective 11/18/20, we will begin our blended model of instruction with 50% of students in the building on Monday thru Thursday, school closure on Friday for deep cleaning, and the other 50% of students in the building on the alternating week. This plan is based on the current Philadelphia reopening phase and is therefore subject to change based on Federal, State, and City school opening guidelines. Universal Vare will implement CDC guidelines for social distancing for a safe school reopening. We will engage in, but are not limited to implementing the following key strategies, policies and procedures for an effective in-person school reopening by November 18, 2020: Classrooms will be designed to mitigate spread by reducing class size to 50% (maximum of 13 students), spacing desks six feet apart for social distancing, desks will only face in one direction, only one adult will be permitted in a classroom at a time, and students will remain in their classroom for the entire day. Communal spaces will only be used to service small groups of students who will be socially distanced. Outdoor space will mainly be used for admission and dismissal. Outdoor space will also be used for supervised/organized recess and/or gym. When outdoor space is used, students will still be required to maintain social distance. All staff and students will be encouraged</b></p>

Requirement(s)	Strategies, Policies and Procedures
<p>Adjusting transportation schedules and practices to create social 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> <p>Other social distancing and safety practices</p>	<p>to frequently wash their hands. Hand sanitizing stations will be placed in all classrooms and throughout the school building. The cleaning staff will have a scheduled cleaning rotation. All staff and students must wear face masks or shields at all times. Exceptions will be made for medical or social-emotional conditions. The Philadelphia School District will be responsible for socially distancing all students on the bus. All visitors/volunteers must undergo a temperature check, wear a face mask/face shield, and maintain six feet social distancing at all time when on school premises. All staff will receive and review the school’s reopening plan during professional development at the beginning of the school year and receive updates throughout the school year as needed.</p>

**Monitoring Student and Staff Health**

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> <li>* Monitoring students and staff for symptoms and history of exposure</li> <li>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</li> <li>* Returning isolated or quarantined staff, students, or visitors to school</li> </ul> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>In an effort to ensure the safety and well-being of all students and staff, Universal Vare will begin the school year by implementing a 100% virtual instructional program. We will implement virtual instruction from 9/1/20 – 11/17/20. Effective 11/18/20, we will begin our blended model of instruction with 50% of students in the building on Monday thru Thursday, school closure on Friday for deep cleaning, and the other 50% of students in the building on the alternating week. This plan is based on the current Philadelphia reopening phase and is therefore subject to change based on Federal, State, and City school opening guidelines. Universal Creighton will implement CDC guidelines for monitoring staff and student health for a safe school reopening. We will engage in, but are not limited to</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>implementing the following key strategies, policies and procedures for an effective in-person school reopening by November 18, 2020: All employees and parents of identified students are required to report to the building principal and nurse if they test positive for Covid-19. All employees and students are required to follow CDC guidelines to self - quarantine for 10 or more days. All employees and students who test positive must meet no fever and other health symptoms requirements before they can return to work or school. Only an administrator or nurse can determine when quarantine/isolation needs to be put into effect. Students who may not return for various reasons can continue receiving their education remotely. If or when a staff or student contracts the illness, letters will be sent home, information posted on Class Dojo, and direct phone calls to the other staff and students most directly impacted will be conducted to communicate possible exposure. The nurse will be responsible for monitoring staff and student health.</p>

### Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> <li>* Protecting students and staff at higher risk for severe illness</li> <li>* Use of face coverings (masks or face shields) by all staff</li> <li>* Use of face coverings (masks or face shields) by older students (as appropriate)</li> </ul> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>Universal Vare will implement CDC guidelines for other considerations for a safe school reopening. We will engage in, but are not limited to implementing the following key strategies, policies and procedures for an effective in- person school reopening by November 18, 2020: All staff and students must wear masks or face shields and adhere to social distancing guidelines. Medical and social/emotional exceptions will be made for mask/face shields. Staff who are at high risk must notify the principal and Human Resources and provide documentation of illness/risk. HR will make a final determination regarding employee and/or benefits.</p>

Requirement(s)	Strategies, Policies and Procedures
<b>Strategic deployment of staff</b>	<b>Parents of students who are at high risk must notify the principal and school nurse and provide documentation of the illness/risk. ALL parents of students, including at risk students, have the option to OPT OUT of brick-and-mortar, face to face instruction. They can receive full remote instruction. Vare has identified three special assignment building subs and has at least six others fully released staff members who will act as substitutes in the event of staff illness.</b>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **(UNIVERSAL VARE CHARTER SCHOOL)** reviewed and approved the Phased School Reopening Health and Safety Plan on **(July 31, 2020)**.

The plan was approved by a vote of:

Yes

No

Affirmed on: **(August 5, 2020)**

By:



*(Signature\* of Board President)*

Sultan Ahmad

*(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.