



Phased School Reopening

Health and Safety Plan

Apostolic Christian Academy

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.

Table of Contents

Health and Safety Plan: (Apostolic Christian Academy)	3
Type of Reopening	4
Pandemic Coordinator/Team	5
Key Strategies, Policies, and Procedures	5
Cleaning, Sanitizing, Disinfecting, and Ventilation	7
Social Distancing and Other Safety Protocols	8
Monitoring Student and Staff Health	12
Other Considerations for Students and Staff	15
Health and Safety Plan Professional Development.....	18
Health and Safety Plan Communications	19
Health and Safety Plan Summary: (Apostolic Christian Academy)	20
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation.....	20
Social Distancing and Other Safety Protocols.....	20
Monitoring Student and Staff Health.....	22
Other Considerations for Students and Staff.....	22

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: (Apostolic Christian 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?

- 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): (9-1-2020)

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)
Janice Folmar	Principal	Develop Health and Safety Plan & Pandemic Coordinator
Lori Knieriem	Teacher	Pandemic Assistant Coordinator
Pam Oakes	Teacher	Pandemic Crisis Response Leader
Susan Ward	Janitor	Pandemic Crisis Janitor

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: The building will be cleaned each day for staff and students. Supplies will be procured at our designated vendors who supply OSHA and CDC products for COVID-19. We will implement cleaning, sanitation, disinfecting, and ventilation in each classroom before lunch and again before dismissal. We will post our requirements in each room how to clean, sanitize, and disinfect throughout an individual school day. All staff members and janitors will be trained at a meeting prior to the 2020-21 school year. Daily reports of each student each morning and at the end of the day will be given to school monitor and parents will report what actions they have accomplished at home.

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)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)		The building will be cleaned, sanitized, disinfected daily by janitorial staff and will be checked by the Pandemic Coordinator.	Kenny and Susan Ward -Janitors	Bleach, Sanitizers in soap dispensers	N
Other cleaning, sanitizing, disinfecting, and ventilation practices		Each classroom will have a purifier running after hours to disinfect the rooms.	Lori Knieriem Pandemic Assistant Coordinator	Purifier	N

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: Our classrooms/learning desks are six feet apart with dividers on each side. The desks are booths built along the perimeter of the room. Each child faces the wall which helps to avoid the spread of germs when sneezing or coughing. There are approximately six to seven students in a room with one teacher. Our breaks, lunch periods, and gym are assigned at different times to govern the communal spaces. Outdoor distancing is no problem since we have plenty of space for outdoor activities. Students will be required to wash hands upon entering school, mid-morning, lunch, and mid-afternoon. They will be required to sneeze or cough into Kleenexes. The students who ride buses will be under the supervision of our school district’s rules. The remaining students will be driven to school by their parents. Visitor and volunteers will be limited to certain areas of the school and visit only the person/s needed to be seen. The early grades will not be allowed to have sanitizers at their desk but the teacher will monitor the usage. All staff will be trained on safety protocols and safety prior to opening the school. The implementation of each protocol and policy will be evaluated at staff meetings each morning and make adjustments if procedures need to be modified.

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		Students are sitting at desks with dividers on both sides to avoid contact. They are spaced with an empty desk between them to allow for 6 feet separation. They are faced toward the wall to not allow coughs and germs to spread. Each desk will have a pack of Kleenexes for sneezing and wipes to disinfect.	Janice Folmar Teacher Lori Knieriem- Teacher Pam Oakes - Teacher	Kleenex box, Disinfectant, Sanitary wipes	N

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)
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms		There are two different lunch periods for the students. We have a lunch room where students eat their bag lunch from home and can buy packaged snacks. We have long tables which allow for 6 feet distancing.	Janice Folmar, Teacher Lori Knieriem, Teacher Pam Oakes, Teacher Bridgette Oakes, Monitor		N
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices		Students need to wash their hands at restroom breaks before eating snacks, boxed lunches, or classroom treats. Sanitary wipes can be used throughout the day if necessary. Sneezing or coughing will require the mouth to be covered with a Kleenex.	Janice Folmar-Teacher Lori Knieriem-Teacher Pam Oakes-Teacher Bridgette Oakes-Monitor		N
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs		We will post signs in bathrooms and water fountains and highly visible locations. We will either draw them or purchase colorful posters.	Lori Knieriem-Pandemic Coordinator Bridgette Oakes Monitor	Poster, signs	N

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)
* Identifying and restricting non-essential visitors and volunteers		Non-essential visitors and volunteers will be limited to the first floor. They will not be permitted in the classrooms unless screened or for an emergency.	Janice Folmar Designer of Plan Lori Knieriem-Pandemic Assistant Coordinator	Temperature gauge, Sanitizers	N
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports		High School Recess will consist of 6 players and will be 30 minutes per day except 45 minutes of recess on PE day. Equipment such as balls will be wiped clean after used. The K-5 th grade will have recess at different times and will have 5 players for 30 minutes per 4 days and 45 minutes on gym day.	Pam Oakes-Pandemic Response Leader		N
Limiting the sharing of materials among students		Students do not share materials since they have their own pencils, school books, and notebooks in their private booths.	Lori Knieriem Pandemic Assistant Coordinator		N
Staggering the use of communal spaces and hallways		K-5 th grade students are segregated from 6-10 th graders in the hallways due to different schedules.	Lori Knieriem Pandemic Assistant Coordinator		
Adjusting transportation schedules and practices to create social distance between students		Families bring students to school and the remainder of students will adhere to the regulations on the buses.	Janice Folmar Principal		N

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)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students		With a small enrollment the school can comply to social distancing in the classrooms.	Janice Folmar Principal		N
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars		We are changing hours of operation from 8:15 to 8:00. The fifteen minutes will omit the gathering of all students prior to classes. The students will go directly to their classrooms.	Janice Folmar Principal		N
Other social distancing and safety practices		We will allow only one or two in the restroom at a time.	Pam Oakes- Pandemic Response Team		N

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: The monitoring will take place every day at home by parents or guardians to see if the child feels ill before leaving for school. Upon entry to the school every morning, the students will be asked questions and temperature taken. The policy for quarantine or isolation is two weeks at home if confirmed they have COVID-19. If they have been exposed to Covid-19 then they will have to work in isolation either at home or a room apart from other people at the school. The Principal and Pandemic Crisis Team will be responsible for making decisions regarding quarantine or isolation of staff and students. The conditions to return to school for staff or student will require a doctor's release and no symptoms. Staff that feel uncomfortable to return will need to take a leave of absence. Students will need to be released by parental permission and those who are uncomfortable to return will need to work at home. Families will be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan by a phone call from the Pandemic Coordinator. The Pandemic Coordinator and team will be trained on protocols for monitoring student and staff health. The training will be provided by online videos, administration lectures, or professional health personnel. Preparedness to implement protocols will be measured by the guidelines of the CDC.

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)
* Monitoring students and staff for symptoms and history of exposure		<p>Staff and students will be checked each morning for signs and symptoms of coronavirus. Daily routine checks of temperatures which include history of exposure.</p> <p>Parents must call or text if children are sick and they must stay home. Staff must also stay home when feeling sick. Parents will be encouraged to purchase temperature thermometers for home use.</p>	<p>Lori Knieriem Pandemic Assistant Coordinator Pam Oakes Response Team</p>	<p>Temperature gauge</p>	<p>N</p>
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure		<p>If student gets sick while at school we will provide an isolation room or area to separate anyone who exhibits symptoms. Sick staff members or students should not return until symptoms go away. They need to get a Covid-19 test from their doctor. If they test positive they must remain at home for 14 days. If exposed they should also get a test and be quarantined for 10 days at home.</p>	<p>Lori Knieriem Pandemic Assistant Coordinator</p>	<p>Temperature gauge. Masks,</p>	<p>N</p>
* Returning isolated or quarantined staff, students, or visitors to school		<p>After being quarantined for 10-14 days, you may return to school if you are fever-free for 72 hours.</p>	<p>Janice Folmar Pandemic Coordinator</p>		<p>N</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)
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols		Our school can send messages to all parents quickly via one-call system.	Janice Folmar	Download app	N
Other monitoring and screening practices					

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? **Face coverings will be optional for staff because it is hard for students to hear you teach with a mask on. Students do not need to wear face coverings unless someone has a cold, fever, vomiting, etc. and will be only for serious illnesses or emergency.**
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- **They can choose to wear a mask and social distance.**
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- **Our school is small with 11 students so therefore, we; cannot insure we will have enough substitute teachers. We have teachers who can combine classes.**
- 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?

- We have teachers and helpers called monitors assigned to each teacher who help provide quality learning and emotional wellness at school. We will support all parents and any home issues.

Summary of Responses to Key Questions: (Answers are shown above in red following the questions.)

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		We will limit or cancel non-essential travel. We will allow more sick days for high risk illnesses.	Janice Folmar Pandemic Coordinator		N
* Use of face coverings (masks or face shields) by all staff		We will wear face coverings when deemed necessary or emergency. (When communal mitigations levels are high)	Janice Folmar Pandemic Coordinator		N
* Use of face coverings (masks or face shields) by older students (as appropriate)		Older students can wear masks at their discretion. (Optional)	Janice Folmar Pandemic Coordinator		N
Unique safety protocols for students with complex needs or other vulnerable individuals		Decisions will be made per situation.	Janice Folmar Pandemic Coordinator		N

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)
Strategic deployment of staff					

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
Reopening of Schools in the Context of COVID-19	Staff & Parents	Janice Folmar Pandemic Coordinator	Lecture with Q & A	Handouts	8/8//20	8/8/20

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
Daily Local/State Mitigation Levels	Staff	Janice Folmar Pandemic Coordinator	Daily Staff Meetings	9/1/2020	TBD

Health and Safety Plan Summary: (Apostolic Christian Academy)

Anticipated Launch Date: (9/1/20)

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
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	Each day the school will have cleaning policies to wipe and disinfect water fountains, restrooms, hand rails, door knobs, and lunch tables. Classrooms have portable air cleaners in each room.

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
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<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>Students are seated in booths with dividers on each side and spaced allowing a vacant seat between each student which allows six feet distancing.</p>
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>The lunch room consists of two thirty feet tables with only six students in the room at a time. Each student brings his own lunch. Lunch is divided into two segments of thirty minutes, first for the elementary and then high school students.</p>
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Hands will be washed before eating, at bathroom breaks, and any other situation in the classroom that requires hygiene.</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Posters and sign will be posted above water fountains, hallways and wherever we can find an appropriate area</p>
<p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes. High School Recess is 30 minutes per day and consists of 6 students. Physical Education class is 45 minutes one day per week.</p>	<p>High school recess will consist of 6 students with 30 minutes per day except for 45 minutes on PE day. Equipment will be wiped clean after use. The K-5 grades will have recess at different times with 5 students for 30 minutes per 4 days and 45 minutes on gym day.</p>
<p>Limiting the sharing of materials among students</p>	<p>Students do not share materials since they have their own pencils, school books, and notebooks in their private booths.</p>
<p>Staggering the use of communal spaces and hallways</p>	<p>K-5th grade students are segregated from 6-10th graders in the hallways due to different schedules.</p>
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>Families bring students to school and the reminder of students will adhere to the regulations on the buses.</p>
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>With a small enrollment the school can comply to social distancing in the classrooms.</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>We are changing hours of operation from 8:15 to 8:00. The fifteen minutes will omit the gathering of all students prior to school. The students will go directly to their classrooms.</p>
<p>Other social distancing and safety practices</p>	<p>Only one or two students will be allowed in the restrooms at a time</p>

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> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>Staff and students will be checked upon arrival for signs and symptoms of coronavirus. Daily routine checks of temperatures and questions regarding exposure.</p> <p>Staff, students, and visitors should go home and get a COVID test if sick. If positive, stay home for 14 days. If exposed stay home for 10 days and return when fever free for 72 hours.</p> <p>Return to school after 10-14 days if you are fever-free for 72 hours.</p> <p>Our school can notify all parents quickly using one-call system.</p>

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>	<p>We will cancel non-essential travel. We will allow more sick days for high risk illnesses.</p> <p>We will wear face coverings when deemed necessary or an emergency arises. (When communal mitigations levels are high.) Older students can wear masks at their discretion. (Optional)</p> <p>Decisions will be made per individual and situation.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Apostolic Christian Academy** reviewed and approved the Phased School Reopening Health and Safety Plan on **June 28, 2020**.

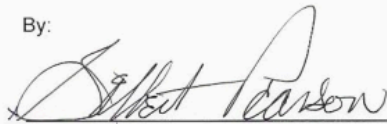
The plan was approved by a vote of:

5 Yes

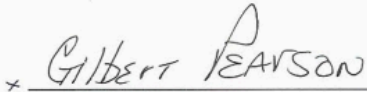
___ No

Affirmed on: June 28, 2020

By:



(Signature* of Board President)



(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.