

**PUNXSUTAWNEY CHRISTIAN
SCHOOL**

**HEALTH AND SAFETY PLAN
2020-2021**

PURPOSE

The purpose of this document is to inform school employees, volunteers, and families about Punxsutawney Christian School's response to COVID-19 and to guide procedures within the school during the 2020-2021 school year.

INTRODUCTION

Punxsutawney Christian School has a three-phase plan, and the phase under which it will operate will depend on the COVID-19 situation in our area and the guidelines set forth by the CDC and PDE. The Phase under which PCS operates will be based on the current spread in the community as well as orders from the Governor. This document will be updated regularly as guidelines are updated.

HEALTH AND SAFETY COORDINATOR

The Health and Safety Coordinator for PCS is Mrs. Brenda Troutman. The responsibilities of this position are:

- Coordinate with teachers and other staff to ensure guidelines are being followed;
- Coordinate with teachers and other staff to develop accommodations for those at higher risk of infection;
- Isolating a student, staff member, or visitor who develops symptoms throughout the school day, and removing that person from the building with minimal exposure to others;
- Updating this document as necessary and informing staff of the changes.

| | Phase I Little to no spread in the community | Phase II Moderate spread in the community | Phase III Serious and ongoing spread in the community |
|-----------------------------|--|--|---|
| Operating Procedures | Full, in-person instruction | Staggered weekly in-person instruction and remote, at-home instruction | 100% online, at-home instruction |
| Building | <ul style="list-style-type: none"> • Windows open when possible for fresh air and better air flow • High-touch surfaces disinfected daily (more when feasible) • Classroom materials and furniture disinfected after each use | <ul style="list-style-type: none"> • Windows open when possible for fresh air and better air flow • High-touch surfaces disinfected daily (more when feasible) • Classroom materials and furniture disinfected after each use | <ul style="list-style-type: none"> • Regularly clean and disinfect to be prepared for return to in-person learning |
| Phys. Ed./Recess | <ul style="list-style-type: none"> • Activities will be chosen that limit close physical proximity of students • Shared equipment will be sanitized after each use • Those not actively engaged in play should be placed an appropriate distance from each other. This includes those who are sitting out of a game or recess activities as well as changing rooms for high school students | <ul style="list-style-type: none"> • Activities will be chosen that limit close physical proximity of students • Shared equipment will be sanitized after each use • Those not actively engaged in play should be placed an appropriate distance from each other. This includes those who are sitting out of a game or recess activities as well as changing rooms for high school students | <ul style="list-style-type: none"> • Not Applicable |

| | | | |
|----------------------------|---|--|---|
| | <ul style="list-style-type: none"> • At recess or during physical education classes, contact sports should be avoided | <ul style="list-style-type: none"> • At recess or during physical education classes, contact sports should be avoided | |
| Visitors/Volunteers | <ul style="list-style-type: none"> • Visitors and volunteers will be permitted only when fulfilling a necessary task for the function of the school day | <ul style="list-style-type: none"> • Visitors and volunteers will be permitted only when fulfilling a necessary task for the function of the school day | <ul style="list-style-type: none"> • No visitors or volunteers in the building |
| Teachers/Staff | <ul style="list-style-type: none"> • Teachers and staff will be in the building for their regularly scheduled duties • High risk staff will be offered duties that minimize their contact with others | <ul style="list-style-type: none"> • Teachers, secretary, and cafeteria staff will be in the building for their regularly scheduled duties • High risk staff will be offered duties that minimize their contact with others • Teachers of special classes (art, music, phys. ed., library) will not report, and these classes will be cancelled | <ul style="list-style-type: none"> • Teachers may enter the building to get supplies needed to work from home • Cleaning staff may maintain cleaning and disinfecting to be ready for the possibility of school reopening |
| Students | <ul style="list-style-type: none"> • Students will be in the building for their regularly scheduled classes • The attendance policy in the student handbook will not apply if an extended | <ul style="list-style-type: none"> • Students will have a modified schedule of one week on/one week off (only half the students in the building at one time) • During off weeks, students would engage | <ul style="list-style-type: none"> • Students may enter the building to get materials to work from home. They may do so by appointment only |

| | | | |
|-----------------------|--|--|--|
| | <p>absence or an excessive number of days is missed and it is documented that the absences are due to COVID-19 infection, exposure, or symptoms. These absences would count as excused, even if they go over the days written in the student handbook.</p> | <p>in remote learning activities, either online or via packets sent home</p> <ul style="list-style-type: none"> The attendance policy in the student handbook will not apply if an extended absence or an excessive number of days is missed and it is documented that the absences are due to COVID-19 infection, exposure, or symptoms. These absences would count as excused, even if they go over the days written in the student handbook. | |
| <p>Hygiene</p> | <ul style="list-style-type: none"> Teachers will be trained and responsible for teaching and reinforcing hand washing, covering coughs and sneezes, and refraining from touching their faces with the students in their homerooms. Students must wash their hands before | <ul style="list-style-type: none"> Teachers will be trained and responsible for teaching and reinforcing hand washing, covering coughs and sneezes, and refraining from touching their faces with the students in their homerooms. Students must wash their hands before | <ul style="list-style-type: none"> Not Applicable |

| | | | |
|--------------------------------|--|---|--|
| | <p>eating lunch, after activities such as recess or physical education, and any other time the teacher deems necessary.</p> <ul style="list-style-type: none"> Hygiene items, such as soap, hand sanitizer with at least 60% alcohol, paper towels, tissues, and no-touch trash cans will be available throughout the school building for staff, students, and visitors. | <p>eating lunch, after activities such as recess or physical education, and any other time the teacher deems necessary.</p> <ul style="list-style-type: none"> Hygiene items, such as soap, hand sanitizer with at least 60% alcohol, paper towels, tissues, and no-touch trash cans will be available throughout the school building for staff, students, and visitors. | |
| Monitoring for Symptoms | <ul style="list-style-type: none"> Students or staff who begin to show symptoms throughout the day will be sent to the Health and Safety Coordinator, who will isolate them. For students, a parent or guardian will be required to pick up the student. The student will be required to stay home until all symptoms have abated and the student has been fever free for three consecutive days. If the student | <ul style="list-style-type: none"> Students or staff who begin to show symptoms throughout the day will be sent to the Health and Safety Coordinator, who will isolate them. For students, a parent or guardian will be required to pick up the student. The student will be required to stay home until all symptoms have abated and the student has been fever free for three consecutive days.. If the student | <ul style="list-style-type: none"> Not Applicable |

| | | | |
|--|---|--|--|
| | <p>tests positive, he or she will be required to stay home until released by a doctor.</p> <ul style="list-style-type: none">• For staff, the staff member will be required to go home. The staff member will be required to stay home until all symptoms have abated and the staff member has been fever free for three consecutive days. If the staff member tests positive for COVID-19, he or she will be required to stay home until released by a doctor.• The families of anybody who may have been exposed to the person who had symptoms or a person who has a confirmed case of COVID-19 will be notified while maintaining the privacy of that person.• Staff and students will be required to stay home if they are sick, | <p>tests positive for COVID-19, he or she will be required to stay home until released by a doctor.</p> <ul style="list-style-type: none">• For staff, the staff member will be required to go home. The staff member will be required to stay home until all symptoms have abated and the staff member has been fever free for three consecutive days.. If the staff member tests positive for COVID-19, he or she will be required to stay home until released by a doctor.• The families of anybody who may have been exposed to the person who had symptoms or a person who has a confirmed case of COVID-19 will be notified while maintaining the privacy of that person.• Staff and students will be required to stay | |
|--|---|--|--|

| | | | |
|--------------------------------------|--|---|--|
| | especially if they have a fever. The flexible attendance policy will apply. | home if they are sick, especially if they have a fever. The flexible attendance policy will apply. | |
| Cleaning/Disinfecting | <ul style="list-style-type: none"> • High touch surfaces and restrooms will be cleaned and disinfected daily • Any shared equipment will be cleaned and disinfected after each use | <ul style="list-style-type: none"> • High touch surfaces and restrooms will be cleaned and disinfected daily • Any shared equipment will be cleaned and disinfected after each use | <ul style="list-style-type: none"> • The building will continue to be cleaned and disinfected regularly to be ready for the possibility of school reopening |
| Personal Protective Equipment | <ul style="list-style-type: none"> • Decision about face coverings will be subject to the orders from the Governor | <ul style="list-style-type: none"> • Decision about face coverings will depend on the orders from the Governor | <ul style="list-style-type: none"> • Not Applicable |
| Spacing | <ul style="list-style-type: none"> • Seating arrangement in the classroom will be spaced 6 feet apart. • Student desks will be faced the same direction. • Guidelines will be reevaluated in the spring to determine if and how to safely go on field trips with students. • The number of students using the cafeteria at one time will be limited to allow | <ul style="list-style-type: none"> • Seating arrangement in the classroom will be spaced 6 feet apart. • When feasible, student desks will be faced the same direction. • Guidelines will be reevaluated in the spring to determine if and how to safely go on field trips with students. • The number of students using the cafeteria at one time will be limited to allow | <ul style="list-style-type: none"> • Not Applicable |

| | | | |
|----------------|---|---|--|
| | <p>for distancing between students.</p> <ul style="list-style-type: none"> • Refer to phys. ed./recess section above for spacing guidelines during those times • A restroom break schedule will be put in place to lower the number of students in the hallway at one time • Teachers will monitor spacing in student lines in the hallway and the number of students in the restroom at one time • Assemblies of the whole school will be cancelled until guidelines about spacing are changed | <p>for distancing between students.</p> <ul style="list-style-type: none"> • Refer to phys. ed./recess section above for spacing guidelines during those times • A restroom break schedule will be put in place to lower the number of students in the hallway at one time • Teachers will monitor spacing in student lines in the hallway and the number of students in the restroom at one time • Assemblies of the whole school will be cancelled until guidelines about spacing are changed | |
| Signage | <ul style="list-style-type: none"> • Signs on how to stop the spread of COVID-19 will be posted in all classrooms, restrooms, and other highly visible locations throughout the school. | <ul style="list-style-type: none"> • Signs on how to stop the spread of COVID-19 will be posted in all classrooms, restrooms, and other highly visible locations throughout the school. | <ul style="list-style-type: none"> • Signs will be posted on the exterior of the building so that no one enters, with the exceptions listed above |