



# ARP ESSER Health and Safety Plan Guidance & Template

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Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021. **Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.**

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:

- a. Universal and correct wearing of [masks](#);
- b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
- c. [Handwashing and respiratory etiquette](#);
- d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
- e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
- f. [Diagnostic](#) and screening testing;
- g. Efforts to provide COVID-19 [vaccinations to school communities](#);
- h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
- i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.\* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

\* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

## **Additional Resources**

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

# Health and Safety Plan Summary: OXFORD AREA SCHOOL DISTRICT

**Initial Effective Date: August 1, 2021**

**Date of Last Review: March 15, 2022**

**Date of Last Revision: March 8, 2022**

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

**LEA governing body will authorize chief school administrator to implement its approved plan where required by law. Chester County Department of Health’s recommendations will be reviewed by the LEA governing body.**

2. How will the LEA ensure continuity of services, including but not limited to services to address the students’ academic needs, and students’ and staff members’ social, emotional, mental health, and other needs, which may include student health and food services?

**a. Flexible Instructional Plan – see attachment 1**

**b. Additional mental health services for students, identification of services through LEA’s insurance plan for staff.**

**c. Flexible food services with pick-up and delivery, alternate times and bulk food packaging.**

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

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>a. Universal and correct wearing of <a href="#">masks</a>;</p>	<p><b>Pertaining to COVID 19, and where required by law, proper mask and face shield use can be discussed with those wearing such on school property and on busses. This may include the following strategies, policies, and procedures.</b></p> <p><b>School Staff and Visitors</b></p> <ul style="list-style-type: none"> <li>• <b>Face coverings must be worn by all non-students, both staff</b></li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>and visitors (including parents and guardians), while on school property (indoors and outdoors), including during student drop-off and pickup.</p> <ul style="list-style-type: none"> <li>• Reasonable accommodations should be provided to a visitor or staff member who states they have a medical condition, mental health condition, or disability that makes it unreasonable for the person to maintain a face covering. Accommodations could include providing an alternative to a face covering, such as a face shield, or service options that do not require the individual to enter the school, such as curbside pick-up.</li> <li>• Individuals must wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with the Americans with Disabilities Act, which precludes the wearing of a face covering in school. However, all alternatives to wearing a face covering, including the use of a face shield, should be exhausted before an individual is granted an exception to wearing a face covering.</li> <li>• The use of face coverings will be taught and reinforced among all staff.</li> <li>• Face coverings may be removed to eat or drink; however, at those times, social distancing must be practiced.</li> <li>• Staff are not required to wear a face covering in situations where wearing a face covering creates an unsafe condition to operate equipment or execute a task.</li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<ul style="list-style-type: none"> <li>• <b>Transparent face coverings provide the opportunity for more visual cues and should be considered as an alternative for younger students, students who are deaf and hard of hearing, and their teachers. Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, should consider using an alternative face covering such as a plastic face shield and increase physical distancing.</b></li> <li>• <b>An adequate supply of face coverings and other personal protective equipment (PPE) should be available at each school building and the inventory carefully monitored. (See Pennsylvania COVID-19 PPE &amp; Supplies Business-2-Business (B2B) Interchange Directory for assistance sourcing these materials.)</b></li> <li>• <b>Students</b></li> <li>• <b>All students, whether indoors or outdoors, must wear a face covering that covers their nose and mouth while at school and at school-sponsored events, and when they are traveling in school buses and school-provided transportation.</b></li> <li>• <b>Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such</b></li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team. All alternatives to wearing a face covering, including use of a face shield, should be exhausted before an individual is granted an exception to wearing a face covering.</p> <ul style="list-style-type: none"> <li>• Students and families should be taught how to properly wear a face covering (cover nose and mouth), to maintain hand hygiene when removing the face covering for meals and physical activity, and how to replace and maintain (washing regularly) a cloth face covering.</li> <li>• Schools may allow students to remove face coverings when students are: <ul style="list-style-type: none"> <li>• Eating or drinking when spaced at least 6 feet apart, or</li> <li>• When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task, or</li> <li>• At least 6 feet apart during “face-covering breaks” to last no longer than 10 minutes.</li> </ul> </li> <li>• Transparent face coverings provide the opportunity for more visual cues and may be considered as an alternative for younger students, students who are deaf and hard of hearing, and their teachers.</li> </ul> <p><b>Compliance</b>  The Universal Face Covering Order requires schools to do all the following:</p> <ul style="list-style-type: none"> <li>• Require all people, including employees, teachers, students,</li> </ul>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>and visitors, to wear a face covering and enforce the requirement;</p> <ul style="list-style-type: none"> <li>• Mitigate or eliminate employee, teacher, student and visitor exposure to people who cannot wear or refuse to wear a face covering;</li> <li>• Post prominent signs that are visible to all people – including employees, teachers, students, and visitors – stating that face coverings are required by Order of the Secretary of Health; and</li> <li>• Provide reasonable accommodations to people, including their employees, teachers, students, and visitors, who state they have a medical condition, mental health condition, or disability that makes it unreasonable for the person to maintain a face covering. Accommodations could include an alternative to a face covering, such as use of a face shield or providing service options that do not require an individual to enter the school, such as curbside pick-up or delivery.</li> </ul> <p>All face covering mandates will follow current guidance from the Chester County Department of Health as to when needed.</p>
<p>b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);</p>	<p>Pertaining to COVID 19, and where required by law, any physical distancing can be followed by the district to the fullest extent possible allowing the continuation of in person learning.</p> <ul style="list-style-type: none"> <li>•Students are spaced in classes to follow social distancing and masked with access to hand sanitizer. When the metrics from the CCoDoH allow for 3-6 feet of social distancing, the</li> </ul>



**ARP ESSER Requirement**

**Strategies, Policies, and Procedures**

**District will respond accordingly. Currently, the District will follow the guidance to allow for 6 feet of social distancing to the maximum extent possible.**

- Students will be kept in groups that are the same to the extent possible depending on the grade level and building.**
- Communal spaces will be monitored to maintain the social distancing mandated.**
- Outdoor spaces will be used for lunches, recess, mask breaks, and**

**recess that meet recommended social distancing.**

- Students will be seated to no more than two per seat and wear masks.**
- Visitors will be allowed in our buildings to a minimal degree and be screened. Same for volunteers. All will be masked and vetted through the superintendent or his designee.**
- Social distancing will be the same based on the Commonwealth guidance and will change only if the social distancing guidance from the Commonwealth changes.**
- Students are spaced in classes to follow social distancing and masked with access to hand sanitizer. When the metrics from the CCDoH allow for 3-6 feet of social distancing, the District will respond accordingly. Currently, the District will follow the guidance to allow for 6 feet of social distancing to the maximum extent possible.**
- Students will be kept in groups that are the same to the extent possible depending on the grade level and building.**
- Bus drivers and passengers must wear face coverings while on the bus, in accordance with the Updated Order of the Secretary of the**

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p><b>Pennsylvania Department of Health Requiring Universal Face Coverings.</b></p> <ul style="list-style-type: none"> <li>• All District stakeholders will be notified on social distancing and all staff will be trained on social distancing. When and how will the training be provided – Training will be provided to staff prior to school and in a virtual delivery. How will preparedness to implement as a result of the training be measured – questions will be taken and asked for from trained persons. Clarification will be given if stakeholders are not following social distancing guidelines.</li> </ul> <p>All social distancing mandates will follow current guidance from the Chester County Department of Health as to when needed.</p>
<p>c. <a href="#">Handwashing and respiratory etiquette;</a></p>	<p><b>Pertaining to COVID 19, and where required by law OASD will implement the following strategies, policies and procedures.</b></p> <ul style="list-style-type: none"> <li>• All individuals in school will sanitize or wash their hands on a frequent basis.</li> <li>• Hand sanitizer will be made available in all common areas, hallways, and/or in classrooms where sinks for handwashing are not available.</li> </ul> <p>Teach and reinforce washing hands and covering coughs and sneezes among students, staff, volunteers, and visitors.</p> <p>Ensure information is about everyday protective measures such as by proper washing hands, proper face covering and social distancing is available throughout the school (signage, announcements, etc.) and made available to parents/guardians (websites, emails, etc.)</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a>;</p>	<p><b>Pertaining to COVID 19, and where required by law OASD will implement the following strategies, policies and procedures.</b></p> <ul style="list-style-type: none"> <li>• OASD administration will perform site visits weekly in an effort to ensure the protocols in the Health and Safety Plan are being carried out effectively. Staffing levels and related disinfecting supplies will be adjusted appropriately.</li> <li>• OASD has and will continue to utilize cooperative purchasing networks as well as established vendor relationships to maintain an adequate stock of supplies meeting OSHA and CDC requirements for COVID-19</li> <li>• The frequency of disinfecting will be increased. Disinfecting activities will occur throughout all facilities at a minimum of once per day.</li> <li>• Checklists will be utilized to monitor the frequency of disinfecting high touch areas ensuring compliance with the reopening plan.</li> <li>• All OASD maintenance, custodial, and cafeteria staff will be properly trained regarding cleaning, sanitizing, disinfecting, and ventilation protocols prior to the return of school for the 21-22 SY. Additionally, OASD will partner with contracted transportation and custodial vendors to provide training materials to their respective employees. Employees will be required to demonstrate a firm understanding of the cleaning, sanitizing, disinfecting, and ventilation protocols via written evaluation.</li> </ul>
<p>e. <a href="#">Contact tracing</a> in combination with <a href="#">isolation</a> and <a href="#">quarantine</a>, in collaboration with the State and local health departments;</p>	<p><b>As pertaining to COVID 19, any lawfully required reporting to the Chester County Department of Health may take place by the OASD.</b>  <b>OASD will collaborate with Chester County Department of Health and follow the plan.</b></p>
<p>f. <a href="#">Diagnostic</a> and screening testing;</p>	<p><b>Pertaining to COVID 19, and where required by law, all diagnostic/screening will be referred to outside providers.</b></p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
g. Efforts to provide <a href="#">vaccinations to school communities</a> ;	<b>Pertaining to COVID 19, and where required by law, the LEA may provide information regarding offsite clinics providing medical care for those that inquire. Any emergency use of OASD facilities in no way assumes implied consent by any individual. Dissemination of information to parents, students and community regarding clinics may occur.</b>
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	<b>Pertaining to COVID 19, and where required by law, all IEPs will accommodate needs of students' health and safety.</b>
i. Coordination with state and local health officials.	<b>Pertaining to COVID 19, and where required by law, OASD will follow all lawful mandates and consider recommendations from state and local health officials when implementing the plan.</b>

*Disclaimer: All information and guidance are subject to change to reflect the recommendations of Chester County Department of Health and the CDC.*

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **OXFORD AREA SCHOOL DISTRICT** reviewed and approved the Health and Safety Plan on **March 15, 2022**.

The plan was approved by a vote of:

\_\_\_\_\_ **Yes**

\_\_\_\_\_ **No**

Affirmed on: **March 15, 2022**

By:

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*(Signature\* of Board President)*

Joseph E. Tighe

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*(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.