



ARP ESSER Health and Safety Plan
Guidance & Template

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

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

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

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

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;

3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:
 - a. Universal and correct wearing of [masks](#);
 - b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
 - c. [Handwashing and respiratory etiquette](#);
 - d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
 - e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
 - f. [Diagnostic](#) and screening testing;
 - g. Efforts to provide COVID-19 [vaccinations to school communities](#);
 - h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
 - i. Coordination with state and local health officials.

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

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

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

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

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

Additional Resources

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

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

Health and Safety Plan Summary: **Philadelphia Hebrew Public Charter School**

Initial Effective Date: 8/1/2021

Date of Last Review: 6/22/2021

Date of Last Revision: 6/22/2021

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?

The health and safety of our team, students, family, and community has been at the forefront of our decision making process since the onset of the pandemic. The Strategies, Policies, and Procedures below includes the operational strategies to protect our team, students, and families. Please note that the Health & Safety Plan below builds on our 2020 PHP Reopening Plan and 2021 Hybrid Reentry Guide, which included extensive investment in health and safety protocols, training, and monitoring.

Additionally, Hebrew Public and PHP have developed, implemented, and revised a comprehensive guide of action and communication plans to deploy immediately based on a variety of scenarios. Further, we have developed both a Pandemic Emergency Closure Action Plan and a Reentry Emergency Action Plan to guide the systems and procedures for both closing school suddenly and then a smooth transition back to offering in-person hybrid learning.

These plans will continue to be updated based on the most recent city, state, and federal guidelines, as published in these resources:

- [Philadelphia Department of Public Health](#)
- [Pennsylvania Department of Education](#)
- [Center for Disease Control](#)

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?

Philadelphia Hebrew Public has successfully ensured continuity of services throughout the pandemic. Moving forward, we plan to return to full time in-person instruction at our facility. Our classrooms allow for 3'

of social distancing as required by the Pennsylvania Department of Education. For students who provide documentation of a severe medical need necessitating remote instruction, a fully virtual option will be made available. Students who require virtual instruction will be provided with a Chromebook to access the program.

During the 2021 summer Philadelphia Hebrew Public is providing substantial services to families to support both academic and social emotional needs ahead of the new school year. These include but are not limited to extended school year services, full-day summer camp on site at Philadelphia Hebrew public, individual counseling both in-person and remotely, scholarships to offsite day and overnight camps, and virtual small-group tutoring.

Upon return to in-person instruction for the 2021 - 2022 school year, Philadelphia Hebrew Public will continue to provide the robust academic and social emotional support services offered to students. This includes but is not limited to implementing all requirements of IEP and 504 plans including occupational, physical, and speech therapies, individual and group counseling services, free breakfast and lunch, and academic support services onsite during the school day for students as needed.

PHP will continue to prioritize staff wellbeing. PHP's benefits plan offers staff access to mental health providers covered by health insurance. PHP offers 80 hours of paid time off for 10-month staff. PHP provides weekly professional development to staff and offers affinity group spaces.

- 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
<ul style="list-style-type: none"> Universal and correct wearing of masks; 	<p>Face masks or coverings must be worn by any adult or student at all times while inside the school building except when eating or drinking, when instructed to remove by a nurse or other staff member, or if a student has an exemption on the basis of health or developmental need. Extra disposable face coverings will be kept on site to distribute to students or staff who forget their masks. Schools will distribute, at a minimum, one reusable mask to each staff member and student.</p>

	<p>The School may allow students to remove their face coverings for a brief period of time. These “mask breaks” can be offered throughout the day, at a school’s discretion. The frequency of mask breaks may vary by grade level within a school.</p> <ul style="list-style-type: none"> ● Mask breaks should not last for more than five minutes. ● Mask breaks can only occur when: <ul style="list-style-type: none"> ○ Students are outdoors or in well-ventilated areas. ○ Students can remain at least six feet apart. ● Mask breaks shall be those times when students are eating or drinking. Additional mask breaks can be granted on a case by case basis. <p>If a student can medically tolerate a face covering but needs additional support towards compliance, the school should provide additional adherence support and additional breaks, explore the use of alternative personal protective equipment (PPE), and ensure other risk mitigation strategies such as handwashing and physical distancing are adhered to while the child progresses towards compliance. Students shall not be required to participate in remote-only instruction as they progress towards compliance.</p> <p>Parent or student disagreement with the face covering requirement is not an acceptable basis for relaxation of the face covering requirement. Students who do not comply with the face covering requirement for reasons not based on a documented medical, social-emotional, or developmental impairment, and notwithstanding the school’s provision of a face covering and support towards compliance, will be required to participate in remote-only instruction.</p>
<ul style="list-style-type: none"> ● Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding); 	<p>All persons in the school building should keep social distance of at least 3 feet whenever possible. During aerobic and singing activities, 6 feet shall be kept whenever possible.</p> <p>Batching:</p> <p>In order to minimize the risk of widespread virus transmission throughout the school, we will be practicing “Batching” among our students and staff. This will involve keeping all of our students and staff within a single class together while avoiding mixing with other students, staff, visitors, materials, or even air whenever possible. Batching strategies include:</p> <ul style="list-style-type: none"> ● Students to report to a single classroom every day that they are at school.

- A maximum of 28 students will be in each cohort.
- Meals will occur in the cafeteria with students remaining 6 ft distance at all times
- A class will not mix with other classes for any reason, with the exception of 3rd grade where the students share a joint classroom
- Classes will spend the majority of their school day in that classroom or outside whenever possible, unless attending a specials or intervention class
- Most staff assigned to a single class will not enter classrooms other than their own
- Staff will not share materials between classrooms or between students. Classroom supplies will be exclusively used by and in a single classroom. Whenever possible, classroom supplies should stay within the classroom they are assigned to
- Staff that travel between rooms will receive a supply package/caddy that will include items such as pens, post it notes, dry erase markers.
- Students who will be in the same classroom together will make any needed transitions together.

Classroom Arrangement: Philadelphia Hebrew Public has conducted detailed analysis and additional furniture procurement to enable classroom arrangements that meet the following guidelines:

- All students should have a clear line of sight to the front of the room.
- When classroom size allows, seats should be situated at least 3 feet apart in all directions. Rows should be spaced at no less than 3 feet between the centers of each seat at all times.
- The first row in front of the teacher’s presentation space should be no closer than 3 feet from the front wall.
- Teachers should be encouraged to maintain 3 feet of distance from students while teaching

Classroom Behavior: Classroom activities should be organized in ways that comply with the Social Distancing Policy:

- Limit gatherings, events, and extra curricular activities to those that can maintain social distancing, support proper hand hygiene, and restrict group size

- Routines that call for physical contact (handshakes, high fives, etc.) should be replaced with non-contact alternatives
- Staff and students should never touch each other except when an emergency requires it
- Students will be taught new or altered routines for the following items. In all cases, routines shall comply with all applicable mandates and will take all applicable recommendations into account. Routines and lessons to teach them have already been reworked to minimize exposure and maximize hygiene. Routines will be age appropriate and will be reinforced on a regular basis.
 - Using the bathroom
 - Blowing one's nose
 - Class line up
 - Moving to morning meeting spots
 - Hand Washing
 - Hand sanitizer use
 - Peer discussions ("turn and talks")
 - Cubby and locker usage
 - Refilling water bottles and drinking water
 - Storing personal items while in school (water bottles, pens, pencils, tissues, etc)
 - Sharing items such as manipulatives and supplies
 - PHP has procured individual student supply kits and unitized shelving to minimize sharing of materials wherever possible.
 - Staff will have self-contained supplies, including whiteboard markers, PPT clickers, and other key materials.
 - Cleaning throughout and at the end of each day
 - Arrival
 - Dismissal

Transportation

Philadelphia Hebrew Public will continue to partner with the School District of Philadelphia to ensure health and safety guidelines, including mask wearing and social distancing, are enforced on SDP contracted buses.

<ul style="list-style-type: none"> • <u>Handwashing and respiratory etiquette;</u> 	<p>Students and staff will be expected to wash their hands or use hand sanitizer often and follow best practices. Reminders of proper hand washing techniques will be posted throughout the building and in every bathroom.</p> <p>Teachers will be expected to reinforce messaging around frequency and best practice with students. Teachers will provide opportunities for students to wash or sanitize hands - while maintaining appropriate social distance - particularly whenever the following criteria are met:</p> <ul style="list-style-type: none"> • Upon entry into and exit from program space • When coming in to the program space from outside activities • Before and after eating • After sneezing, coughing or nose blowing • After touching or cleaning surfaces that may be contaminated; • After using any shared equipment like math manipulatives, computer keyboards, mouse • Before entering vehicles used for transportation of children • Before and after changes of gloves <p>To help prevent the spread of respiratory disease, we communicate to staff and families to avoid close contact with people who are sick. If a staff member or student is ill at school, they will distance themselves from others so they do not spread germs. Distancing includes staying home from work or school when possible.</p>
<ul style="list-style-type: none"> • <u>Cleaning and maintaining healthy facilities, including improving ventilation;</u> 	<p>In preparation for increased and advanced cleaning for school year 2020-2021, PHP rebid our cleaning contract per our Financial Policies & Procedures. Under the supervision of our Director of Operations, our custodial team will implement a rigorous schedule for ongoing and routine environmental cleaning and disinfection. This will include:</p> <ul style="list-style-type: none"> • Establishing a master schedule that allows for cleaning and sanitizing as frequently as possible, particularly after group usage and prior to a new group accessing space • Focus on high-touch areas (door handles, stair rails, faucet handles, toilet handles, playground equipment, drinking fountains, light switches, desks, tables, chairs, kitchen countertops, cafeteria and service tables, carts, and trays) • Use of a specialized sanitizing mister with EPA approved disinfectant on a daily basis • Creating an PPE inventory management schedule/chart for checking and refilling:

- Hand sanitizing stations
- Hand washing supplies
- Classroom/Office Hygiene Kits
- Staff will be trained to clean and disinfect key parts of their classrooms/offices at the end of each school day. These will include the following:
 - Phones
 - Document cameras
 - Remote controls
 - Speakers
 - Laptops & tablets
 - Office Equipment
 - Desk
 - Chair back and armrest
- Isolation/potential exposure room cleaning protocols:
 - When the ill student has been picked up and the Isolation Room is empty, the Isolation Room must be closed for 24 hours before a deep cleaning can occur in accordance with Philadelphia Department of Public Health guidance.
 - The area/classroom where the student was showing symptoms must be closed to everyone for 24 hours prior to cleaning. A deep cleaning of the area/classroom must be performed after 24 hours.
- All CDC and Philadelphia Department of Public Health guidance shall be followed.

PHP has been partnering with its landlord, IronStone, to complete an HVAC and airflow analysis. The school made significant investments in the fall 2020 in enhancing our already strong ventilation system by increasing intake and exhaust of fresh air to the maximum extent, including:

- Installation of increased fresh airflow into each classroom (with temperature control to manage humidity at optimal level to prevent COVID-19 spread)
- Installation of enhanced exhaust mechanisms to pull air from classrooms and ensure continuous supply of fresh air.
- Dedicated fresh air fan for CAFE OLAM and gym, with additional access to sliding doors for fresh air (weather permitting)

	<ul style="list-style-type: none"> Hospital-grade air filters (MERV 13) changed every 90 days.
<ul style="list-style-type: none"> Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments; 	<p>Hebrew Public schools shall follow all guidance from applicable government bodies (including PA Department of Education, PA Department of Health, and Philadelphia Department of Public Health) about mandating remote learning or work, or PTO/excused absences, for individuals with confirmed or suspected COVID cases, and those who have been exposed to others with confirmed or suspected COVID cases. School Leadership will follow detailed guidelines outlined in the Hebrew Public COVID Scenarios guidebook that provides directions on specific responses to various scenarios according to the following guidelines:</p> <p>Isolation Room</p> <p>Philadelphia Hebrew Public has a designated room as a private isolation room that can be used for isolation in the event of any person presenting symptoms. Upon entry, students will be screened for temperature. If students display an elevated temperature, they will be isolated to be further examined by the nurse. Upon examination, if the student displays COVID symptoms, they will remain in isolation observed by the school nurse until they have been picked up by a parent or guardian. In the event of a student in isolation, the nursing office will be open only in case of emergency.</p> <p>Upon the arrival of the student’s guardian, the student will be escorted by a leadership team member to the visitors’ entrance for pick-up by the guardian. The leadership team member will advise the student to visit a doctor and get tested for COVID-19, and provide the information of the closest testing site.</p> <p>The Operations Team will follow up with the family regarding the ill student’s condition daily. The Director of Operations will ensure that the incident involving the ill student is reported to the Philadelphia Department of Health by calling (215) 686-5200.</p> <p>Positive Case or Exposure</p> <p>In the event of a positive case or exposure of a member of the Philadelphia Hebrew Public, the Leadership Team has a comprehensive action plan and checklist to put into place to</p>

immediately identify, contact trace, isolate, and report cases in conjunction with the Philadelphia Department of Public Health. Possible scenarios built into this action plan include:

- **Exhibiting COVID symptoms or tested positive for COVID:** Individuals who exhibit symptoms that may indicate COVID, including fever above 100 F, or who have tested positive for COVID must follow the following protocol:
 - Any individual (student or staff member) showing signs of COVID-19 can only return to school when all the following conditions are met:
 - Received a positive COVID-19 test AND
 - Isolated for 10 days AND
 - The individual has been fever free for 24 hours without the use of medication and overall symptoms are improving.
 - OR**
 - Received a negative COVID-19 test AND
 - The individual has been fever free for 24 hours without the use of medication and overall symptoms are improving.
 - OR**
 - Never got a COVID-19 test AND
 - At least 10 days have passed since symptoms started AND
 - The individual has been fever free for 24 hours without the use of medication and overall symptoms are improving.
- **Exposure:** Individuals who have been exposed to someone with a positive COVID case must quarantine for 14 days from last exposure, even if the exposed individual does not present symptoms.
 - Hebrew Public will assist all PDPH investigations and follow all PDPH protocols and recommendations around cohort closure, school closure, and other preventative actions.
 - Protecting student and staff privacy
 - All HIPAA, PA DOE, and PDPH mandates will be followed.
 - Names and other identifying characteristics of those who have a confirmed or suspected case of COVID will not be revealed to students or parents.

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Only staff who need to know for contact tracing purposes will be informed of the names of those who have a confirmed COVID case. ○ When 1 or more confirmed cases are reported within a school building, Philadelphia Hebrew Public will be in close contact with the Philadelphia Department of Public Health to determine school shutdown protocols. PHP will follow the PDE recommendations below but a decision will be made at the directive of PDPH.
<ul style="list-style-type: none"> ● Diagnostic and screening testing; 	<p>It will be school policy to exclude those who show symptoms (listed below) until it is made clear that they are not infected with COVID. See the section entitled “Covid 19 exposure” for details.</p> <p>Temperature Checks</p> <ul style="list-style-type: none"> ● Students and staff: Every student's and staff member's temperature will be taken daily, either at home or at school. ● Visitors: temperature checks will be administered via contactless thermometers ● Any individual who registers a temperature above 100 degrees will be denied access to the building. If an individual inside the building has a temperature above 100, they will be asked to leave (adults) or taken to the isolation room (students) ● Records of student, faculty, staff, and visitor health data (e.g., the specific temperature data of an individual) will not be kept. Records that confirm individuals were screened and the result of such screening (e.g., pass/fail, cleared/not cleared) may be kept. <p>Symptom Screening</p> <ul style="list-style-type: none"> ● Families will screen students for typical COVID symptoms (listed below) on a daily basis, and must submit an electronic symptoms questionnaire that includes temperature and symptom-free status prior to arrival. For students who do not have this completed prior to arrival, a staff member will conduct a temperature check and screen when the student arrives at the building. ● Staff will be trained to screen students for typical COVID symptoms, listed below ● All school staff will be expected to answer symptom screening questions daily. ● Examples of symptoms to be assessed include the following. If one or more symptoms are observed or reported, ill students and staff will be assessed by the school nurse or medical

director. If the school nurse or medical director is not available, ill students and staff will be sent home for follow up with a healthcare provider. Parents/guardians who observe any of the following COVID symptoms in their child should keep their child home, and staff who note any of the following symptoms in themselves should stay home.

- Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - Temperature above 100 F
- Students with a temperature above 100, signs of illness (see above), and/or a positive response to the questionnaire shall be sent directly to a dedicated isolation area where students are supervised, prior assessment by the nurse and then being picked up or otherwise sent home. Staff who meet the above criteria shall be sent home.
 - **Philadelphia Hebrew Public will continue to update this plan as COVID safety guidance is adjusted by local, state, and federal agencies.**

Testing

- Successful COVID mitigation strategies include access to regular testing. PHP will continue investing in onsite testing for students and staff as part of our robust health and safety planning. Regular testing will equip our team with timely information to immediately address any potential COVID cases and protect the community.
 - PHP will administer weekly testing for a sample of students
 - Testing will be conducted by outside professionals to minimize impact on the instructional day and stress on the team
 - All staff will be required to participate in testing regardless of vaccination status

	<ul style="list-style-type: none"> ○ Families will be strongly encouraged for students to participate in testing to protect families and the school community ○ The Leadership Team and Operations will coordinate testing including providing detailed protocols, checklists and routines once the vendor contract is in place.
<ul style="list-style-type: none"> ● Efforts to provide vaccinations to school communities; 	<p>Philadelphia Hebrew Public has invested heavily in staff vaccination campaigns, including arranging a vaccination clinic and scheduling appointments for all team members. We have maintained records of all staff vaccination cards to keep on file. We are pleased to currently have 85% vaccination status among staff, and are supporting remaining team members to get vaccinated as soon as possible.</p> <p>Unfortunately, our students (kindergarten through 3rd grade) will be too young to receive available vaccines at this point during the 2021-22 school year. When a vaccine does become available for students, we will partner with local clinics to encourage and administer vaccinations.</p> <p>For families, we will continue to provide and champion vaccination opportunities to protect their loved ones and community. We will provide these through our translated platforms, such as ParentSquare, to ensure families receive information in their home language.</p>
<ul style="list-style-type: none"> ● Appropriate accommodations for students with disabilities with respect to health and safety policies; and 	<p>The school may determine, through the exemption process described below, that a student cannot medically tolerate a face covering. School staff may also determine that a student can only minimally tolerate a face covering due to a documented social-emotional or developmental impairment. No student shall be excluded from school or busing for these reasons. A parent must seek an exemption from the face covering requirement where a specific medical condition prevents the student from wearing or tolerating a face covering at all.</p>
<ul style="list-style-type: none"> ● Coordination with state and local health officials. 	<p>Philadelphia Hebrew Public will stay in close contact with the Philadelphia Department of Public Health and monitor updates in guidelines (https://www.phila.gov/programs/coronavirus-disease-2019-covid-19/guidance/guidance-documents/schools-guidance/)</p>