



**Renaissance
Academy**

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Phased School Reopening Health and Safety Plan V3

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This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Version One - June 30, 2020

Version Two - July 23, 2020

Version Three - DRAFT - November 2020

Health and Safety Plan Opening Statement of Purpose

The following plan is presented by the Renaissance Academy Pandemic Response Re-Opening Team. These plans were developed in alignment with guidelines and recommendations of PDE, PADOH, CDC, school's counsel, and the families, students and staff of Renaissance Academy. This plan aims to outline the necessary provisions of safety, wellness, and care which we feel will allow our community to thrive and learn while feeling safe and supported.

Information, suggestions, and ideas provided in this plan were collected and reviewed from family and staff surveys, professional organizations, anecdotal conversations, and readings by stakeholders. The Team made all efforts to consider the overall health and safety of the RA community in developing the following guidelines.

This plan is presented with the express understanding that the situation in our country, state and local communities is and will remain fluid. The Team acknowledges that this plan will need to be adjusted and amended based on events and developments which may occur prior to the official opening of school in August 2020; as well as during the coming school year. The team will review and adjust as needed providing our trustees and community with updates regularly. Updates will be posted for public review on the school website.

This plan should serve as a general guideline to all stakeholders while those responsible for executing the plan will develop and maintain detailed duties and protocols.

Yours in wellness,
Dr. Guarino Buli

Renaissance Academy Charter School

The following section is modified due to the Commonwealth's removal of the 'Red Yellow low / moderate Green designation.

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 School Administration is moving forward to use the now-standard designations of 'Low, Moderate and Substantial'

The Substantial Designation : 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 Moderate and Low Designation : 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

The School Administration will review the zip code / school district designations as they relate to largest sending districts and with attention to sending districts with student populations of 30+ enrolled at RACS. Per the current

recommendations the administration will be looking at **2+ week** trends in one of the above designations as decisions are being determined. **As of 11/9 - CCHD has gone to three week trends.**

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, substantial / moderate , or low / moderate phase. Some counties may not experience a straight path from a red designation to a substantial / moderate , and then a low / moderate designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen.

Type of Reopening

Upon Reviewing the viable options for re-opening of the school, the Renaissance Academy Planning Team is planning toward the SECOND (#2) option of Scaffolded learning models.

1. Total reopen for all students and staff
2. Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning
3. Blended reopening that balances in-person learning and remote learning for all students *Defined Below
4. Total remote learning for all students

It should be noted that while this model is the goal of the planning team, if at any time, a near-majority of Renaissance students or counties from which students attend, become designated substantial, the school in its entirety will resume full online learning per a modified schedule of instruction. **Secondarily we are looking at internal measures of feasibility regarding linked transmission within the school as well as functionality of maintaining operations.**

*Online Learning at Renaissance will consist of a fixed, published student schedule consisting of synchronous instruction, asynchronous instruction, independent work; scheduled student support times and project based learning objectives. All delivery will be via school provided chromebooks in student's homes 5 (five) days weekly.. These will consist of mandatory attendance documentation consistent with Section 520.1 of the School Code, related to minimum yearly instructional days and hours for the school year.

*Onsite Learning at Renaissance will consist of a fixed, published student schedule consisting of synchronous instruction, asynchronous instruction, independent work, scheduled student support times and project based learning objectives. Instruction will occur onsite 4 (four) days weekly and via school issued chromebooks 1 (one) day weekly. These will consist of mandatory attendance documentation consistent with Section 520.1 of the School Code, related to minimum yearly instructional days and hours for the school year.

Configurations of on-site and online teachers will vary based on grade levels, and developmental needs as well as certification allowances for teaching staff at various levels of education. A grade level/content area-specific schedule of learning will be published in the coming weeks.

The [anticipated] executed launch date for minimal operations: July 6, 2020

The anticipated launch date for online learning: August 20, 2020

Anticipated launch date for scaffold learning: December 9, 2020 & January 13, 2021

Pandemic Coordinator/Team

- **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):** Individuals will play a role in drafting the plan and within-year decision making regarding response efforts in the event of a confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Gina Guarino Buli	General / School-wide	Both (Plan Development and Response Team)
William Stubanas	Staff / Students on site	Both (Plan Development and Response Team)
Grace Cavanaugh	School Health Needs / Staff and Students	Health and Safety Plan Development
Christine Herman	Students grades K-6	Both (Plan Development and Response Team)
Michelle Boyd	Students grades 7-12	Both (Plan Development and Response Team)
Harold Smith	Health and Safety	Both (Plan Development and Response Team)
David Cosme	Learning / Achievement	Both (Plan Development and Response Team)

Individual(s)	Stakeholder Group Represented	Pandemic Team Specific Roles
Karen Malarkey Jennett Fassnacht Amanda Qureshi	Teachers	Pilot products/ feedback on status / input on Teaching and Learning needs
Colin Marie Hall Mehgan Lass Jessica Martin Brian Pucke	Parents	Update / provide feedback
Carol Schaeffer	Finance / Logistics	Grant reporting/ procurement
Kevin Zyvorsky	Athletics	Report / Plan / Respond PIAA, Title IX, Coaches
Lisa Fleck Jennifer Illig	Students	Mental Health planning/ resources allocation/ outreach
Zavia Herring	Staff	Coordinate Leave requests and work accommodations
Naomi Siedelicki	Students requiring transportation	Coordinate and communicate with bussing LEAs, transportation departments
Tech Contact - Apex IT	Support - Staff and Students	Coordinate and support online learning needs / technical needs/ access protocol and online safety.

Key Strategies, Policies, and Procedures

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

How will you ensure the building is cleaned and ready to safely welcome staff and students?

- Facilities staff will retain a 'substantial designation cleaning plan until future notice
- Sanitation stations increased in the building as well as at entry points
- Signage erected to direct and inform regarding safe behavior and hygiene practice on campus

How will you procure adequate disinfection supplies meeting OSHA and CDC requirements for COVID-19?

- Proactive procurement began in early March 2020- stockpile will be utilized and monitored for need.
- Full Use of available COVID grant funds for securing such items will be put into action

- We will maintain an appropriate stock of gloves, masks, and blood and bodily fluid kits.
- Maintain a 3 chemical rotation weekly. Clorox solution/ Diversey Virex/ Hillyard QT3. Products may change according to availability
- The application will be by hand or through a sprayer following manufacturer dwell times and recommendations. When applied by hand, each classroom will have a fresh rag and chemical.
- Color-coded equipment to limit cross-contamination.

What protocols will you put in place to clean and disinfect throughout an individual school day?

Disinfection Daytime:

- Bathrooms for both staff and students. Touchpoints hourly with a log. Hourly with a log.
- Drinking fountains disabled
- Entrance door glass and handle hardware. Hourly with a log.
- Handrails. Hourly with a log
- Classrooms when vacant.
- All rugs have been cleaned, labeled, and stored until further notice.
- Nurses offices as needed or when called for events.
- Visitor seating areas and furniture.
- Conference rooms and furniture. As needed after usage.

Disinfection Second shift:

- Full bathroom.
- Full classroom.
- Offices.
- Conference rooms and furniture.
- All floors by hand and machine where applicable
- Nurses offices.

Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness implement as a result of the training be measured?

- Key disinfection - Facilities team. Internal and IU Straining per PDE
- All staff in areas of support on the basic protocol to maintain hygiene and cleaning standard

Summary of Responses to Key Questions:

Through a holistic combined effort of prevention, ongoing sanitation, and education the Renaissance Academy will ensure the building promotes a safe and healthy environment for staff, students, and visitors. Key staff will be trained in a 3-cycle rotation of cleaning materials to ensure a steady protocol. All staff will be trained to maintain sanitary spaces in which they work or perform duties. This practice is in compliance with the Board approved COVID Sanitation Policy.

Areas of high traffic will require periods of hourly logged cleaning as well as provisions of materials as needed by any staff member to maintain cleanliness. Areas of less frequent traffic will be addressed per schedule and need. A variety of tools have been added to the building to include additional sanitation, more frequent cleaning and hand washing. These resources will be available to all staff, students and visitors who enter. Student schedules will be adjusted, as practical, to allow for staggered cleaning of classrooms during transitions and student breaks during the school day. Second shift cleaning will be rigorous and tracked per supervisor.

Outdoor/common areas will be treated throughout the day as safely allowable. This is inclusive of outdoor railings, doors, and playground areas.

Behind the scenes efforts were completed through adjustments in HVAC air-flow and regularized filter changes per manufacturer recommendations, to allow for the highest quality airflow and air quality within the building. Air quality reviews will be ongoing.

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Require d (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)	<p>Red Phase Cleaning protocol maintained</p> <p>Ongoing cleaning during the school day; deep cleaning/sanitizing outside school hours</p> <p>Disinfect touchpoints as often as possible. Keeping doorways, bathroom doors open per scheduled log</p> <p>Cleaning periodically bathrooms throughout the day per scheduled log</p>	Same as substantial / moderate	Bill Stubanas-head of Facilities	<p>Cleaning supplies, gloves, additional masks</p> <p>Explore the hiring of additional staff</p> <p>Added chemical cost for disinfectants</p>	Y-ensure custodian are trained in proper methods of cleaning
Other cleanings, sanitizing, disinfecting, and ventilation practices	<p>Cafeteria-create methods to ensure the servicing line is maintained as a clean location</p> <p>Classrooms-product availability and ability to wipe down classrooms after each core class</p> <p>Setting ATC systems for additional outside air, increase standards for air filters and frequency of changes</p>	Same as substantial / moderate			

Social Distancing and Other Safety Protocols

Key Questions

How will classrooms/learning spaces be organized to mitigate spread?

- Removal of floor rugs from elementary and primary classrooms.
- Desks and tables spaced out and positioned to optimize movement within the room.
- Non-critical furniture/large items removed from rooms to allow for distancing and traffic flow.
- Discontinue use of 'community shared classroom supplies'
- Assignment of specific chromebook to all students, regardless of grade level, to diminish use of shared devices.
- Assignment of head phones in grades K-2 and plan for disinfection of supplies as used
- Discontinue PE lockers / locker rooms until future date. Remove PE uniform requirements during the school day until the future date.
- Physical zones marked in large areas (Library, LGI, Gyms)

How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?

- Revise schedule, where reasonable, to keep Lower School Students with 'same teacher / classmates' for larger portions of the day.
- Visual markings and reminders in hallways for traffic flow, maintaining distance etc.
- Assignment of restrooms according to proximity in building to diminish hallways travel and student interactions
- Restrict library visits and schedule deliveries to classrooms.
- Electronic E-hall pass to monitor and control students in transition for US building.
- Scheduled breaks for bathroom use will be encouraged in LS Building to avoid overcrowding.

What policies and procedures will govern use of other community spaces within the school building?

- Assignment of restrooms according to proximity in building to diminish hallways travel and student interactions.
- Allow space for lunch in separate classrooms / buildings / limit the number of kids passing and entering the cafe lines.
- During time of staggered attendance - maintain cafeteria load of approximately 50% capacity. [Cafeteria Template](#)
- Announcements / updates via PA to diminish group gathers of grade levels or classes.
- LS students receive FA instruction in HB classroom during substantial / moderate.

How will you utilize outdoor space to help meet social distancing needs?

- Sensory breaks / recess time divided among all outdoor spaces to avoid crowding on the playground [Playground Template](#)
- Encourage /allow walks around the outdoor campus for fresh air breaks while maintaining physical distances.
- Use outdoor spaces for staging of arrival and dismissal when weather permits.

What hygiene routines will be implemented throughout the school day?

- Daily announcement reminders
- If staff or students leave the building during the day - handwashing before returning to classroom
- Encourage staff to stay on campus during school day to avoid contact with others
- Provide ample supplies for staff to disinfect microwaves, common areas etc. after use

- Posted Hand sanitizer stations throughout the school and at entrances to the buildings.
- Student friendly, multi-language PSA plan for bathrooms, hallways and common areas.
- Extend transitions in schedule, from outdoors, snack times, lunch times, between classes to allow for required handwashing

How will you adjust student transportation to meet social distancing requirements? [Transportation Template](#)

- Families encouraged to drive students when reasonable
- Can car rider pick up begin prior to bus dismissal be permitted to pick up earlier to avoid crowding in hallways
- Adjust support staff schedule to allow for staggered drop off.
- Bring groups in to larger spaces in building to spread out during arrival - spaces marked for appropriate distancing
- Collaborate with sending districts to design rotating schedules by household to diminish total student ridership on buses.

What visitor and volunteer policies will you implement to mitigate spread?

- No guest speakers in classrooms / buildings until future date
- No large assemblies until future date with size contingency on space
- No daily or intermittent visits from practicum teachers. If Student teachers are assigned they should be confined to one group of students during the assignment. Subject to daily check in / screener and temperature checks.
- No Watchdog or other volunteer programs on site until the future date.
- Volunteer from HOME program [Working Plan](#)

Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?

- Based on feasibility deliver meals to set locations vs. cafe use for some students
- Allow safe, large meeting areas for US Students to eat in the US if they do not need to purchase lunch allowing to remain in one building and diminish traffic flow.
- Younger students require more deliberate, required handwashing times and reminders
- Younger students areas of learning and travel to include 'directional signs' for movement in hallway

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?

- All staff will be trained in some capacity.
- Specific to roles, details or responsibility will be provided.
- Training will be provided in live, virtual and self-guided resource provisions.
- Routine checks and reminders will be provided
- Health and safety aspect of staff evaluation may include notation of following these and other safety protocols
- Safe Schools Covid-19 Training and Mask Hygiene required prior to building access for all staff.

Summary of Responses to Key Questions:

In summary, the Staff, Students and Stakeholders of Renaissance Academy will be provided specific provisions and guidance in order to best manage the daily interactions and learning for students, while maintaining safe practices in relations to stopping the spread of COVID-19 in our community.

Student physical report schedules will be modified to decrease the number of students on campus at a given time and to decrease the number of students traveling on each school bus that comes to the school. During arrival and dismissal students will be permitted to enter the building at staggered times creating a less crowded travel space in both hallways, and on sidewalks. During the school days, schedules will be given flexibility to allow for more frequent and more deliberate care given to handwashing and hygiene.

While in school for in-person instruction classrooms will be set up to optimize space & allow smooth traffic flow. Students will be assigned materials, computers, etc. and the use of community / classroom supplies will be discouraged. To the extent possible students will be assigned to classrooms where they are able to receive the bulk of their learning with fewer transitions. Staff will be encouraged to go to groups of students in fixed locations vs. large numbers of students traveling throughout the school. Requirement of changing for PE will be suspended and activities will be non-contact.

Visitors with non-essential roles will be denied entry until further notice. Those with critical roles in the school will be expected to check-in with a health assessment / temp check before proceeding to a classroom with students present. School-wide communications, updates and reminders will be made via electronic or PA method to avoid group assemblies on campus.

All staff will receive some level of training and education on the above plans as well as the resources for proper cleaning and safety. Training and Professional Development will vary based on specific roles and responsibilities.

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate 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	<p>Carpets, pillows, non-critical furniture removed diminish crowding</p> <p>Students seated Every Other Desk with ample space in classrooms with desks.</p> <p>Decrease number of chairs in classrooms with tables, to avoid crowding.</p>	Same as substantial / moderate	Principals to specify	Facilities Tickets	Y - Explanation / education / awareness
* Restricting the use of cafeterias and other congregate settings, and	Students receive meals in classrooms if necessary	Allow for 50% of students in the cafeteria on a rotating basis in conjunction with daily schedule.	Gina Marie Lunch Program Coordinator	<p>Maintain current disposable trays, utensils etc</p> <p>Gloves/masks</p>	Y - Kitchen staff and student supervision staff

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
serving meals in alternate settings such as classrooms	<p>Staff monitoring of multiple lunch spaces (Bathroom breaks for teachers)</p> <p>Pre-packed lunches served to extent possible</p> <p>Limit food options within USDA mandates</p> <p>Remove cash handling - Only online payments</p>	<p>Maintain food limits and remove 'self serve options' for condiments</p> <p>Provide signage of ONE WAY flow for all traffic</p> <p>Increase access to items for limited traffic flow (i.e. napkins on tables)</p>		Plexiglass in areas of interaction / service	
* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices	<p>Additional time for handwashing and/or antibacterial application in daily schedule</p> <p>Hand sanitizer stations added to all entry points of building</p> <p>Before and after meals</p> <p>Use of restroom</p> <p>Reentry of building</p>	Same as substantial / moderate	Business Manager Facilities	<p>Signage</p> <p>Dispensers</p> <p>Facilities tickets for install</p>	Y - Education/ communication / awareness
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	<p>PSA signage in all hand washing areas</p> <p>Floor markings in wash areas to remind of physical distances</p>	Same as substantial / moderate	Business Manager Facilities	<p>Purchase</p> <p>Signage</p> <p>Facilities tickets for install</p>	N

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Identifying and restricting non-essential visitors and volunteers	<p>No non-essential outside visitors to classrooms</p> <p>Those with professional obligation receive temperature check upon sing-in at office areas. Any above 100 F will not be admitted</p> <p>Masks worn in all areas while on campus</p>	Same as substantial / moderate	Office Staff	<p>Thermometers</p> <p>Daily update of scheduled visits</p>	Y
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	<p>No physical contact in PE Classes</p> <p>No Shared Equipment in PE Classes</p> <p>Maintain physical distances during class</p> <p>Allow credit for 'out of school' organized activity for High School students.</p> <p>Limit requirement of locker room use for changes during school day</p> <p>Schedule rotation for use of various outdoor spaces beyond single playground</p>	Same as substantial / moderate	PE Staff		
Limiting the sharing of materials among students	<p>Students maintain personal supplies. Classroom supplies restricted to teacher use</p> <p>Sanitizing wipes provided to all rooms for wipe</p>	Same as substantial / moderate	Staff / counselors	Provide supply of 'extra' items if needed for student use to avoid sharing	

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>down of those that are not possible to share (text books?)</p> <p>Personal items for indoor recess kept in personal space / bags</p>				
Staggering the use of communal spaces and hallways	<p>Allow early arrival and departure for car riders to avoid the most crowded time of day in hallways</p> <p>Look at routes of students leaving buildings - seek multiple entry points to create more space</p>	Same as substantial / moderate	Duty assignments	Signage	Y
Adjusting transportation schedules and practices to create social distance between students	<p>Work with busing districts to allow for staggering arrivals or departures</p> <p>Encourage families to provide car transport when feasible</p> <p>Students by house hold / neighborhood to be assigned into two groups for staggered attendance by week.</p>	Same as substantial / moderate			
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	To the extent possible				

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	<p>Club RA - Pre-scheduled only. No drop in students. Limit numbers for attendance.</p> <p>Outsourced after school programs - require written plans of Health and Safety procedures they will implement. Provide contractors with school plan as reference and expectations - will be asked to mimic school course of action</p>	Same as substantial / moderate			
Other social distancing and safety practices	Parent Pick up - limited building entry. Students to be supervised and sent to pick up areas when possible.				

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?

- Staff - Require daily 'self check' disclosure with periodic health staff checks (substantial / moderate & low)
- Mandatory reporting of symptoms (all phases) and confirmed illness
- Sick days - must be documented with clearance to return to work when needed
- Students upon return from absence will receive health checks

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)?

- Spot check temp checks upon entry
- Required check upon return from illness
- Parent screener completed daily
- Sick students kept isolated from well students in need of help / meds etc.

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?

- A known exposure or staff or student will require confirmed negative test prior to return
- 14 day isolation after symptom-free stage is reached for student or staff if confirmed contact to positive case
- Air travel disclosure with imposed period of quarantine - location of travel may allow for variance
- Current mandate of 11/2020 to be followed.

Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?

- Health Services, Administration and HR will collaborate based on specific circumstances and responsibilities.

What conditions will a staff or student confirm to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to return?

- 14 day isolation after symptom-free stage is reached
- Staff who are unable to return may be reassigned roles or may qualify for CARE's Leave

How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?

- Documented from licensed prescriber of pre-existing conditions
- High risk member of household verified
- Documented / medically exempt identified risk factors
- Distance learning option will be available to all students as needed

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?

- Confirmed cases will result in notification of all school community with specific information as deemed helpful and allowable under confidentiality protocol
- Confirmed exposure will result in notification of school community based on proximity and timing factors
- Changes of the Health and Safety Plan, as a result of the above will result in a community-wide written communication which may be accompanied by a live notification.

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?

- Health Services staff / substitute nurses - Training involves updated notices from DOH, webinars provided by PDE and ongoing collaboration with current Health and Safety support organizations
- All Staff - Training to recognize signs of concern and symptoms which will need to be elevated to Health Service staff.

Summary of Responses to Key Questions:

In Summary, the monitoring and maintaining of healthy employees and students will be a critical aspect of maintaining a successful program for students at our school. As noted above precautionary steps and measures will be in place to manage and communicate regarding this aspect of school life.

It will be the goal of Renaissance to maintain an open and transparent level of communication with all stakeholders. We will require self-disclosure of illness, exposure or issues related to Covid-19. Staff will be given accesses and provision to disclose matters of health concern prior to returning to school as well as during the school year. Students and families will also be given resources for wellness and be expected to disclose any illness or symptoms.

In accordance with DOH Guidelines appropriate survey of wellness, including temperature checks, will be administered. Upon return from illness additional checks will be warranted. Upon return from travel a period of quarantine will be imposed.

The Renaissance Academy maintains that no penalty or retaliation will occur from a report of any of the above. Staff will be afforded leave and sick-pay in accordance to policy. Students will be afforded recovering time and distance learning plans where applicable. Confidentiality will be maintained while reports of necessary information will be made to the community. If at any times the Renaissance Academy feels it is necessary to temporarily close due to reports of illness communication will be swift and transparent.

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Require d (Y/N)
* Monitoring students and staff for symptoms and history of exposure	<p>Exposure to COVID positive persons will require a negative test result prior to return to school</p> <p>If deemed positive for Covid 19, stay home and isolate for 10 days since start of feeling sick and 24 hours fever free without the use of fever reducing medication and symptoms are better.</p> <p>Air travel disclosure followed by period of isolation may be imposed</p>	Same as substantial / moderate	Health services / HR	<p>Log for tracking</p> <p>Documentation plan for monitoring</p>	

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Require d (Y/N)
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	<p>Designated nurse station prepared and outfitted to isolate ill students.</p> <p>Space dedicated for 'well visits' and routine care separate from ill students</p> <p>Space for asymptomatic student/staff who receives notice of being a Close Contact (while in the school building) will be designated by administration for isolation until picked up and able to leave the building.</p>	Same as substantial / moderate	Health Services staff	<p>Budget for additional nurses to support staff</p> <p>Signage to encourage non-contact pick up of ill students</p> <p>Construction of space to create isolation</p>	Yes
* Returning isolated or quarantined staff, students, or visitors to school	Per current guidelines full quarantine must be met before return to school (after exposure, or positive test)	Same as substantial / moderate	Health Services staff	Budget for additional nurses to support staff	Yes
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	School-wide Notice will be sent upon: Known positive cases in school community and known exposure to positive cases within the school community	Same as substantial / moderate	Administration		N
Other monitoring and screening practices	Periodic self-disclosure of symptom survey of all staff and students on rotation basis. Mandatory after prolonged break / absence.	Same as substantial / moderate	Administration		Y

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Require d (Y/N)
	Request for disclosure of planned travel which may result in required period of quarantine				

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?

- Required: Arrival, departure, hallways, common areas, buses, inside school buildings, on campus outdoor gatherings
- Not Required: working alone in private office, during meals or snack breaks where safe distancing is practiced (breaks involving food or drink should be taken in isolation when possible)

What special protocols will you implement to protect students and staff at higher risk for severe illness?

- Students at school who become ill - isolated to specific nurse stations away from 'well' students / staff.
- Probable cases quarantine until release from school
- Use of Health Services space restricted to those in need of health service staff only.
- Students who are well but need medical attention will be treated in tirage area away from ill patients or in separate locations
- Entry areas - use of face shields / plexiglass to diminish interactions from visitors / deliveries with office staff
- Distance learning provided as needed for students who are not able to maintain in-person instruction

How will you ensure enough substitute teachers are prepared in the event of staff illness?

- Increase Full time substitute team by 2 employees
- Increase per diem substitute pool per available applicants
- Back-up system for distance learning in place should level of staff illness reach unmanageable percentage

How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as support for social emotional wellness at school and at home?

- Tele-therapy continues to maintain required services while diminishing traffic in school setting
- Distance learning plan in substantial / moderate for those who opt in
- Distance learning plan in low / moderate for those with identified need
- Identify key staff who can support teacher of record for remote learning

- Review health needs and ensure students likely to be remote have full access to technology needs
- Review health needs and prioritize staff technology needs

Summary of Responses to Key Questions:

In summary the Renaissance Academy will make all reasonable provisions to protect vulnerable staff and students during the school year. These actions will include the specific allocation of resources to allow for isolation of ill students and creation of a safe space for well students.

In cooperation with families students who are at documented high risk will be afforded online learning opportunities beyond the school-wide rotation of such plans. Staff who are at high risk may be re-assigned, as licensure allows, to duties that lessens their exposure to risk.

Staff will be encouraged to continue telecommuting if their role allows for this and all staff will be encouraged to use virtual meeting tools, even when on site, to reduce traffic in common areas and crowding in meeting spaces.

Use of Federal CARES Act mandates will be implemented where needed to support staff.

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate 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	Distance programming Teletherapy for OT, PT, SPL Provision of CARES ACT leave when deemed eligible based on medical recommendation	Same as substantial / moderate Phased back into work environment if cleared by licensed medical professionals	Health and student services HR Coordinator or	Resources needed for continued programming and therapy Additional hot spots, telecommunity support as needed School wide platform and standardization for online learning	Y
* Use of face coverings (masks or face shields) by all staff	Guidelines per November 17, 2020 Mandate will be enforced.	Same as substantial / moderate	All staff	PSA materials Masks on hand for those who lose, damage, etc.	Y - Education re: proper use of and effective use

Requirements	Action Steps under substantial / moderate	Action Steps under low / moderate Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Use of face coverings (masks or face shields) by older students (as appropriate)	Guidelines per November 17, 2020 Mandate will be enforced.	Same as substantial / moderate	All staff	PSA materials Masks on hand for those who lose, damage, etc.	Y - Knowledge base
Unique safety protocols for students with complex needs or other vulnerable individuals	<p>When transporting a student who is unable to physically walk staff assigned to this duty must wear a face covering and gloves for physical contact.</p> <p>Vulnerable populations of student with mental health needs should be restricted to the extent possible from multiple classroom changes / hallways interactions to reduce likelihood of exposure and anxiety provoking incidents</p> <p>If small group classrooms allow for appropriate distancing these students should be considered for Full-time on-site attendance per IEPs</p>	Same as low / moderate	Special Education Supervisor	Readily available supply of gloves and cleaning materials	
Strategic deployment of staff	Allocation of people-resources will be key in this plan's success.				

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
Google Classroom/ed tools / platforms/ hardware for implementation	Teachers	Tech Department	Virtual and live as feasible	T&L / Technology / IU Planning	Summer 2020	Ongoing
Disinfection / Sanitation	Custodial staff	William Stubanas	On site training	IU training Safe Schools	March 2020	Ongoing as new products are acquired
Google Classroom/ed tools / platforms/ hardware for implementation	Teachers	Tech T&L	Virtual and live as feasible	Multiple vendor	Summer 2020	Ongoing
Student monitoring and Safety: symptoms, hygiene, proper removal of PPE / Cleaning of cloth masks	All Staff	CSN / Nurse Staff	Virtual and live as feasible	Interna / Safe Schools	Summer 2020	Ongoing

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Student monitoring and Safety: symptoms, hygiene, proper removal of PPE	All Staff	CSN / Nurse Staff	Virtual and live as feasible	Internal / Safe Schools	Summer 2020	Ongoing
Trauma Informed Decision Making	All Staff	Lisa Fleck / <u>Barnstone Art for Kids</u>	Virtual and live as feasible	Barnstone Safe Schools	August 2020	Ongoing

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
Current closure survey	All families	admin	Email survey	May 2020	June 2020
Anticipated expectations announcements	All families	admin	Email / web posting / social media	July 2020	Through school year
Request for updated emergency contact and health notices	All families/ staff	Admin, CSN, SIM	Email / web posting / social media	June 2020	August 2020
Request for travel disclosure	All families / staff	admin	Email / web posting / social media - Review before and after extended breaks	July 2020	August 2020

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Follow-up survey of needs	Families / staff	Admin	Email survey	June 2020	July 2020
Preliminary plan document	Families / staff	Admin	Email /web/ social media	July 2020	Late July 2020
Detail plan document	Families / staff	Admin	Email we/ social media	Early August 2020	August 2020
Town Hall Q&A (2-3 sessions)	Public	CEO / CSN	Call in / dial in?	August - multiple dates	August
Plan document updates	Public	Admin	Email we/ social media	August prior to start of instruction	Ongoing as needed
Return Commitment	Community	CEO	Email / survey	October	October 26
Matrix Planning	Community	CEO	Email / public Meeting	November	December
Return Follow-up / schedule	Community	CEO	Email / public Meeting	November / December	January
Continued updates / transition to or from remote learning	Community	CEO	Email / public meeting / tele announcement	Ongoing	Ongoing
Family policy acknowledgement	Community	CEO	Email / phone call	August	Ongoing

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Legal advisement re: face covering	Families indicating objection	CEO / Health Services / Legal	Email / written	November	November

Health and Safety Plan Summary: Renaissance Academy Charter School

[Anticipated] Executed_ Launch Date:

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.

Insert tables of symptom tracking etc. here - need to get those formatted for use?

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)	<p>Through a holistic combined effort of prevention, ongoing sanitation and education the Renaissance Academy will ensure the building promotes a safe and healthy environment for staff, students and visitors. Key staff will be trained in a 3-cycle rotation of cleaning materials to ensure a steady protocol. All staff will be trained to maintain sanitary spaces in which they work or perform duties.</p> <p>Areas of high traffic will require periods of hourly logged cleaning as well as provisions of materials as needed by any staff member to maintain cleanliness. Areas of less frequent traffic will be addressed per schedule and need. A variety of tools have been added to the building to include additional sanitation, more frequent cleaning and hand washing. These resources will be available to all staff, students and visitors who enter. Student schedules will be adjusted, as practical, to allow for staggered cleaning of classrooms during transitions and student breaks during the school day. Second shift cleaning will be rigorous and tracked per supervisor.</p> <p>Outdoor / common areas will be treated throughout the day as safely allowable. This is inclusive of outdoor railings, doors and playground areas.</p> <p>Behind the scenes efforts will be made through adjustments in HVAC air-flow and regularized filter changes per manufacturer recommendations, to allow for highest quality air flow and air quality within the building. Air quality reviews will be ongoing.</p>

Social Distancing and Other Safety Protocols

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none">* Monitoring students and staff for symptoms and history of exposure* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure* Returning isolated or quarantined staff, students, or visitors to school	<p>In Summary the monitoring and maintaining of healthy employees and students will be a critical aspect of maintaining a successful program for students at our school during the Pandemic. As noted above precautionary steps and measures will be in place to manage and communicate regarding this aspect of school life.</p> <p>It will be the goal of Renaissance to maintain an open and transparent level of communication with all stakeholders. We will require self-disclosure of illness, exposure or issues related to Covid-19 which may or may not impact our community. Staff will be given accesses and provision to disclose matters of health concern prior to returning to school as well as during the school year. Students and families will also be given resources for wellness, support and be expected to disclose any illness or symptoms.</p>
Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols	<p>In accordance with DOH Guidelines appropriate survey of wellness, including temperature checks, will be administered. Upon return from illness additional checks will be warranted. Upon return from travel a period of quarantine may be imposed.</p> <p>The Renaissance Academy maintains that no penalty or retaliation will occur from a report of any of the above. Staff will be afforded leave and sick-pay in accordance to policy. Students will be afforded recovering time and distance learning plans where applicable. Confidentiality will be maintained while reports of necessary information will be made to the community. If at any times the Renaissance Academy feels it is necessary to temporarily close due to reports of illness communication will be swift and transparent.</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>In summary the Renaissance Academy will make all reasonable provisions to protect vulnerable staff and students during the school year. These actions will include the specific allocation of resources to allow for isolation of ill students and creation of a safe space for well students.</p>
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>In cooperation with families students who are at documented high risk will be afforded online learning opportunities beyond the school-wide rotation of such plans. Staff who are at high risk may be re-assigned, as licensure allows, to duties that lessens their exposure to risk.</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>Students and staff will be expected to wear face coverings at specified times and in settings deemed appropriate by the plan details. Age appropriate guidelines will be followed and distancing measures will be taken when reasonable to allow for removal of face covering.</p>
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>Staff will be encouraged to continue telecommuting if their role allows for this and all staff will be encouraged to use virtual meeting tools, even when on site, to reduce traffic in common areas and crowding in meeting spaces.</p>
<p>Strategic deployment of staff</p>	<p>Use of Federal CARES Act mandates will be implemented where needed to support staff in need of this benefit.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Renaissance Academy Charter School** reviewed and approved the Phased School Reopening Health and Safety Plan Version Three on **November 19, 2020**

The plan was approved by a vote of:

Yes : X No: ____

Affirmed on: By: Daniel Rufo, Board President

A handwritten signature in black ink, appearing to read 'Daniel Rufo', written in a cursive style.

(Signature* 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.