



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

HUNTINGDON COUNTY CAREER AND TECHNOLOGY CENTER

Initial Effective Date

07/01/2021

Date of Last Review:

06/23/2022

Date of Last Revision:

08/10/2021

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 Pandemic Coordinator will ensure that the school is kept up to date on all new and revised policies for mitigation and prevention. The Safety Committee will review health and safety plans and policies during monthly meetings.

The Administration will coordinate with the sending schools to make decisions regarding reopening of school facilities and changes in in-person learning operations.

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?

Cleaning and social distancing efforts will remain in place to ensure in-person learning is a safe option for all staff.

The HCCTC has recertified and expanded the Student Assistance Program staff to assist with emotional, social, and mental health crisis for CTC students. Funding will be used to implement social and mental health training as well as school wide positive behavior support events.

Funding has been utilized to ensure a one-to-one technology option is available to all students for online learning. Many instructors will be continuing with online learning platforms to supplement their in-person /learning.

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 <u>masks</u>;</p>	<p>Signage has been placed throughout the entry ways to encourage non vaccinated individuals to wear a mask when entering the building.</p> <p>Posters indicating correct usage for masking have been placed in all common areas like entry ways and hallways.</p> <p>Policies will be revised to meet the more stringent guidelines from the State Department of Health and/or Pennsylvania Department of Education.</p>
<p>b. Modifying facilities to allow for <u>physical distancing</u> (e.g., use of cohorts/podding);</p>	<p>No programs have shared instructional space.</p> <p>Shared spaces like the Commons area, Multi-Purpose Room and Main Office will continue to be restricted to authorized usage and high touch points will be cleaned on a more regular basis.</p> <p>Outdoor classroom spaces have been developed and staff are encouraged to utilize those spaces frequently weather permitting.</p> <p>Additional equipment will be purchased to ensure a limited amount of shared tools and resources occur.</p>
<p>c. <u>Handwashing and respiratory etiquette</u>;</p>	<p>Handwashing breaks are required when entering the program for the day and at least one (1) additional break will be designated for handwashing during each AM/PM session.</p> <p>Outdoor classroom spaces will be utilized for fresh air class sessions as able.</p>
<p>d. <u>Cleaning</u> and maintaining healthy</p>	<p>Cleaning procedures will be implemented</p>

<p>facilities, including improving <u>ventilation</u>;</p>	<p>for all high touch areas including doors, doorknobs, and light switches between AM/PM Sessions and at the end of the day.</p> <p>The quarantine room will remain in place for the 22-23 school year. The room has a negative air system and is fully cleaned after usage regardless of COVID status.</p> <p>Adequate PPE is available to all staff, safety committee and maintenance staff.</p> <p>Ventilation is evaluated on a regular basis and instructors are encouraged to have fresh air flow or outside class time when can take place safely.</p>
<p>e. <u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;</p>	<p>The Pandemic Coordinator will operate as the point of contact for the sending schools, students, staff, and Department of Health staff to maintain records of suspected and positive COVID cases and quarantines.</p> <p>COVID Positive Students and staff will be required to quarantine based on the current recommendations from PDE and DOH.</p>
<p>f. <u>Diagnostic</u> and screening testing;</p>	<p>Any students or staff identified with COVID like symptoms will be referred to their family doctor or state health center for further screening.</p> <p>Students or staff unable to secure rapid testing will be referred to the Rapid Testing Team at TIU#11 for evaluation.</p> <p>Policies for screening will be revised to reflect the most recent guidance from the CDC, DOH and PDE.</p>
<p>g. Efforts to provide <u>vaccinations to school communities</u>;</p>	<p>The school will work with the local Department of Health and Emergency Management Agency representatives to coordinate vaccine clinics for school members and community.</p>
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>Accommodations will be made for all students as specified in their IEP guidance.</p>

<p>i. Coordination with state and local health officials.</p>	<p>The Pandemic Coordinator will maintain regular contact with the local DOH officials.</p> <p>The Pandemic Coordinator will remain up to date with new regulations and best practices for COVID and pandemic procedures.</p> <p>The Pandemic Coordinator will be responsible for disseminating new regulations and policies to JOC, Staff, Students, and community.</p>
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Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for HUNTINGDON COUNTY CAREER AND TECHNOLOGY CENTER reviewed and approved the Health and Safety Plan on **February 14th 2023**.

The plan was approved by a vote of:

6 Yes

0 No

Affirmed on 1/11/2022

By:



(Signature* of Board President)



(Print Name of Board President)

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

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

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