



# 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: Arts Academy Charter Middle School**

**Initial Effective Date: July 30, 2021**

**Date of Last Review: July 19, 2021**

**Date of Last Revision: July 19, 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 Arts Academy Charter Middle School (AACMS) will open for full in-person education on August 30, 2021. We will also provide students with a virtual option as needed.**

**AACMS contracts with ServiceMaster, for cleaning services. ServiceMaster will provide deep cleaning and sanitizing to the Arts Academy School building three evenings per week. This cleaning will resume mid-August before the students return to the building on August 30, 2021. As part of this year's cleaning contract, ServiceMaster will also provide cleaning products for the Maintenance Staff to have on hand for use during the school day. AACMS also purchases additional cleaning and disinfecting products from the Fuller Paper Supply Company.**

**Cleaning and disinfecting of desks, shared materials, and high traffic areas will take place throughout the school day during scheduled intervals. Additional cleaning, disinfecting, and sanitizing, will be provided by ServiceMaster.**

**All staff and faculty will be trained on cleaning and disinfecting procedures and products as is appropriate for their responsibilities during the day. Maintenance staff will be trained on how to provide deep cleaning during the school day. All trainings will be conducted by ServiceMaster.**

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?

**The Arts Academy has purchased Accelerate Education, an online curriculum, and Schoology, an online instructional ecosystem, that will allow instruction to occur for both in-person and virtual classes. These tools will be used throughout the school year to provide a consistent, standards-based learning experience for our students. In the event that all of our instruction will need to move to a virtual learning situation, these tools will allow our instruction to continue seamlessly.**

**We will be obtaining a Social Emotional Learning (SEL) curriculum to assist our students to develop academically, socially, and mentally. We provide a school counselor and a therapist to students who have mental health needs. This is provided as needed and on an individual or small group basis.**

**Linton's Food Service provides both breakfast and lunch for our students. Our lunch coordinator has her Safe Serv certification.**

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
a. Universal and correct wearing of <a href="#">masks</a> ;	Students will be instructed on the proper use of masks and face shields. Face shields and other PPE will be provided to staff members as is appropriate.
b. Modifying facilities to allow for <a href="#">physical distancing</a> (e.g., use of cohorts/podding);	All classrooms will be arranged in manner that allows for students to be spaced 2-3 feet apart from each other where appropriate. Classrooms are arranged in a manner that allows for teachers to have space from students in the front (relative orientation) of the classroom.
c. <a href="#">Handwashing and respiratory etiquette</a> ;	Students will be required to wash hands after using the bathroom and before eating. Additional hand sanitizing stations have been purchased to be installed in all classrooms. Students and staff will be encouraged to use these stations multiple times during a class period and whenever leaving or entering a classroom. Classrooms will be equipped with air purifiers where needed.
d. <a href="#">Cleaning</a> and maintaining healthy facilities, including improving <a href="#">ventilation</a> ;	ServiceMaster has been employed and will clean the entire building 3 nights per week. Our maintenance department will complete daily cleaning of the hand railings, door knobs, and other areas that are touched on a daily basis. Maintenance Staff and Faculty will work together to clean and sanitize areas of the building that have been used throughout the day. All desks and other classroom materials will be wiped and disinfected after use. All windows inside of classrooms will remain open during the day when appropriate.
e. <a href="#">Contact tracing</a> in combination with <a href="#">isolation</a> and <a href="#">quarantine</a> , in collaboration with the State and local health departments;	Temperatures will be taken of students and staff as needed. Anyone with a temperature of 100.0 F will be isolated and their temperature will be retaken. Staff that have a fever will be sent home. Students with a fever will be isolated until transportation from

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>campus has been arranged and someone has picked up the student from school.</p> <p>Students that are exhibiting symptoms during the school day will be isolated until transportation can be arranged and the student(s) can leave campus. Staff exhibiting symptoms during the day will be asked to return home. If they are unable to safely transport themselves, the administration will work with the staff member to identify safe transportation from the school.</p> <p>The decision to isolate a student or staff member will be made by the school nurse. The school nurse will also coordinate the release of that individual to an approved contact in the case of a student or under a staff members' own power. Based on the symptoms displayed, the school nurse will contact the appropriate health organization for further guidance and next steps with regard to testing and reporting of known data.</p>
<p>f. <a href="#">Diagnostic</a> and screening testing;</p>	<p>Before the start of the school year, each family will receive a "symptom checklist" that is to be reviewed each morning before sending students to the school building. Staff members will receive the same checklist and will be instructed to follow the same procedures as students</p>
<p>g. Efforts to provide <a href="#">vaccinations to school communities</a>;</p>	<p>AACMS provided a vaccination clinic for our students, staff, and families on June 3<sup>rd</sup> and June 24<sup>th</sup>. Staff were provided dates in the spring of 2021 to obtain free vaccinations. Our goal is to provide our students, families, and staff a second vaccination clinic in the fall of 2021.</p>
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>In the case of students and staff that are at a higher risk for severe illness, the administration and nursing team will review each situation on a case-by-case basis. The school will work with the student and their family and, when appropriate, the individual's health provider to develop a plan that allows the student to access their education while limiting risk to their health and safety.</p>
<p>i. Coordination with state and local health officials.</p>	<p>Communication regarding changes to the Local Health and Safety plan or Covid-19 exposures in the building will occur through email blast to the appropriate parties, social media, and updates to the school's website. The Arts Academy will follow directions given by the Lehigh County Department of Health with regards to the message that is put out to our community.</p>

## Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for the **Arts Academy Charter Middle School** reviewed and approved the Health and Safety Plan on **July 19, 2021**.

The plan was approved by a vote of:

  5   Yes

       No

Affirmed on: **July 19, 2021**

By:

  
\_\_\_\_\_  
(Signature\* of Board President)

Kimberly H. Jamison, 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.