



**Health
&
Safety Plan
2021-2022**

The Pennsylvania Cyber Charter School has developed a Health & Safety Plan in accordance with The Pennsylvania Department of Education (PDE) requirement for school reopening. This plan will serve as a guide for all instructional and non-instructional school reopening activities for the 2021-2022 school year. This plan is specific to PA Cyber based on our unique operation as a cyber charter school. The development of this plan was completed utilizing guidance from The Department of Education, Centers for Disease Control (CDC), and Pennsylvania Department of Health (DOH).

It is our goal to ensure all school community stakeholders are fully informed regarding PA Cyber's commitment to health and safety. As a cyber charter school, PA Cyber is uniquely positioned to provide teaching and learning to our students online and allow for increased safety and flexibility to students and families during these unprecedented and ever changing times.

PA Cyber will continue to monitor and update our Health and Safety Plan as needed throughout the 2021-2022 school year and in accordance with PDE guidance and requirements as it relates to in person student activities offered by the school.

Reopening Plan

As a cyber charter school, PA Cyber provides full instruction remotely online for all students. PA Cyber will resume in-person supplemental programs and support at our Regional Office locations. In-person related service for students with special needs will be determined by the student's IEP team and Director of Special Education. Related Service providers will be required to follow PA Cyber recommendation and CDC guidelines. Contracted service providers will be required to submit health and safety procedures to PA Cyber to ensure compliance with PA Cyber's Health and Safety Plan. PA Cyber surveyed all students and families to get feedback on how we communicated, responded, and could improve in our response to the Covid-19 pandemic.

Our Health & Safety Plan will be posted to PA Cyber's website and posted to our internal learning management system.

The school will continue to meet with our pandemic team as needed to address issues or challenges that impact school operations and in order to seek stakeholder input to inform school decisions, as necessary.

Pandemic Coordinator/Team

PA Cyber selected pandemic team members in order to have representation school-wide and to address issues and challenges that we in our school community. This team will be responsible to guide our efforts and inform decisions. The committee members will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. The team will consist of the following roles. In addition to this team all stakeholders are encouraged to send questions or concerns to healthandsafety@pacyber.org in order to address concerns and receive feedback from our entire school community.

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

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Nicole Granito	Administrator	Both/Pandemic Coordinator
Eric Woelfel	Administrator	Both
Jennifer Shoaf	Administrator	Health and Safety Plan Development
Frances Spigelmyer	Administrator	Health and Safety Plan Development
Brian Hayden	Administrator	Health and Safety Plan Development

Roxanne Leone-Bovalino	Administrator	Both
Cheryl Leydig	Support Staff	Health and Safety Plan Development
Jerald Barris	Administrator	Health and Safety Plan Development
Kevin Romasco	Administrator	Health and Safety Plan Development
Shawn Lanious	Administrator	Health and Safety Plan Development
Mark Iannini	Administrator	Health and Safety Plan Development
David Atkins	Support Staff	Both
Dana Marquis	Health Official/Support Staff	Both
David Veon	Support Staff	Both
Sandra Fouch	Administrator	Health and Safety Plan Development
Logan Glass	Partner/Vendor- Safety	Pandemic Crisis Response Team
Lynette Mendenhall	Partner/Vendor- Facilities	Pandemic Crisis Response Team

Cleaning, Sanitizing, Disinfecting, and Ventilation

Lead Individual(s) Responsible: Nicole Granito, Chief Operations Officer

Materials, Resources and/or Supports Needed

Cleaning, Sanitizing, Disinfectants, Masks, Gloves are selected and approved and verified that they are approved through CDC approved listing for purposes of addressing the Covid-19 virus. PA Cyber works with a managed service provider and several suppliers to maintain a stock of cleaning, sanitizing, and disinfecting. All providers and suppliers have provided assurances that they can continue to supply required quantities.

Cleaning Protocols

Our top priority is to keep our employees, students, visitors, and the public, as safe and healthy as possible while maintaining the continuity of our services and operations. The school will have posted guidelines for all employees, students, visitors, and the public. School officials and administrators will ensure strict enforcement of guidelines to ensure safety and compliance.

PA Cyber maintains a team of experienced utility workers to maintain our facilities; and, under the supervision of skilled and knowledgeable facilities' managers. PA Cyber will provide approved cleaning supplies and personal protective equipment (sanitizer, masks, and gloves) in all buildings. Our facilities' managers will also continuously review and update cleaning strategies and technologies in consultation with the best available information from reliable sources. When in-person activities resume at Regional Offices, disinfecting of all learning spaces, restriction or regular disinfection of drinking fountains, disinfection of classroom surfaces, and frequent cleanings will be implemented.

Proper cleaning of employee workspaces and shared space is the responsibility of all employees.

All employees are required to wipe down any and all surfaces (such as counters, tables, desks, door handles, tools, and equipment) before work begins, at the end of each day, and immediately following utilizing shared space or equipment using the cleaning supplies as provided and approved by PA Cyber.

PA Cyber facilities' workers will complete nightly cleaning and disinfecting according to CDC guidelines and supplies will be monitored nightly to refill as needed. PA Cyber will also provide additional periodic cleaning of restrooms and high touch areas during the day including but not limited to copiers, doorknobs, light switches, countertops, and handles.

All building entrances, common areas, and high touch areas will be equipped with approved cleaning supplies and sanitizer stations.

Emergency Cleaning and Sanitizing

In the event of a confirmed case of Covid-19 or other episode involving the possible exposure of infectious disease in our facilities, PA Cyber will take any and all appropriate steps to conduct a deep cleaning following CDC guidelines, including contracting with skilled and experienced outside firm(s), if necessary to effectively clean, disinfect, and secure our buildings and grounds. Such measure(s) will be overseen by the Chief Operations Officer. Impacted school stakeholders will be informed and will be required to work remotely during the period of cleaning.

Professional Development & Training

- Facilities management staff, maintenance staff, and custodial staff have been trained and will continue to receive training ongoing and as needed throughout the year
- Signage for stopping the spread of Covid-19 have be posted in all building locations
- PA Cyber Covid-19 facilities requirements have been posted in all building entrance locations outlining expectations for employees, students, visitors

Social Distancing and Other Safety Protocols

Lead Individual(s) Responsible: Chief Operations Officer, Director of Human Resources, Supervisors, Regional Office Representatives, School Nurse

Physical Space

Where feasible, staff, visitors, and students will maintain 3 feet of separation. Where feasible student participants will be seated 3 feet apart and facing in the same direction if possible. Staff coming onsite will follow business guidelines and PA Cyber's Covid-19 Office Requirements including but not limited to maintaining physical distancing and cleaning protocols. Students receive instruction remotely as required under cyber charter school law. In-person supplemental activities, field trips, and events shall resume with Covid-19 student event school protocols in place. PA Cyber will continue to offer supplemental activities and events online in addition to in person.

Shared Items & Personal Protective Equipment

Staff and students will be required to wear facial coverings during in person school programs such as Regional Office programs or mandated state assessments. For school sponsored community events, staff, students, families, and guests are encouraged to wear facial coverings when unvaccinated and to maintain social distancing where feasible. PA Cyber will attempt to minimize sharing supplies during in person supplemental programming. Hand sanitizer and hand sanitizer stations will be available and students and visitors will be encouraged to practice good personal hygiene and will be given frequent opportunities to wash hands. PA Cyber will also consider purchase of partitions between individuals. Where feasible, students shall remain in the same group and the school shall limit moving to different rooms or areas of the building to limit number of individuals they may come into contact.

Professional Development & Training

PA Cyber staff have received a copy of PA Cyber's Covid-19 Office guidelines and have been asked to sign an acknowledgement that they have read, understood, and agree to comply with the organization's requirements. PA Cyber's Health and Safety Plan will be distributed to all staff, families, and posted to PA Cyber's website.

PA Cyber will have signage posted to encourage school safety, good personal hygiene, social distancing, avoiding touching of their face, symptoms related to Covid-19, and importance of staying home if one is sick, and best practices for lowering risk when one as come into contact with someone who is sick.

Monitoring Student and Staff Health

Lead Individual(s) Responsible: Chief Operations Officer, Director of Human Resources, School Nurse, Regional Representatives

The health and safety of all school community stakeholders is PA Cyber's top priority. Staying home when showing symptoms of Covid-19 or when you are sick is the most effective way to prevent the spread of illness. PA Cyber staff members, students, and families are encouraged to stay home if they are sick or displaying symptoms of Covid-19. Additionally, PA Cyber has implemented a self-reporting requirement to notify PA Cyber's Director of Human Resources for the employee or a household member if any of the following apply.

- Employee, or a member of their household, tests positive or presumptive positive for COVID-19
- Employee, or a member of their household, has a suspected but unconfirmed case of COVID-19
- Employee, or a member of their household, has been in contact with someone who has tested positive for COVID-19

The disclosure of this information or the confirmation of an employee contracting COVID-19 must be kept confidential as a medical record by the school.

PA Cyber has a contact tracing protocol in place that may require self-quarantine, self-isolation, Covid-19 Test recommendation, and employees or students may return onsite following health and safety requirements and protocols upon verification by PA Cyber's Director of Human Resources.

PA Cyber shall provide a symptom screening tool for parents and designated staff members to prevent students or staff with symptoms of Covid-19 from being onsite at one of our school facilities. This screening shall be performed each time a student or designated staff member is schedule to be onsite at a PA Cyber location.

ARP ESSER Requirement Strategies, Policies, and Procedures

As a cyber charter school, PA Cyber provides full instruction remotely online for all students. PA Cyber will resume in-person supplemental programs and support at our Regional Office locations. In-person related service for students with special needs will be determined by the student's IEP team and Director of Special Education.

Our Health & Safety Plan will be posted to PA Cyber's website and posted to our internal learning management system.





The school will continue to meet with our pandemic team as needed to address issues or challenges that impact school operations and in order to seek stakeholder input to inform school decisions, as necessary.

Students will be provided with school counselors, school nurse, teaching and coaching staff, that can assist with mental health, physical health and safety needs, social, emotional needs. Instructional staff have also received information and training on social emotional learning activities and strategies that can be used inside or outside of the classroom. In addition, PA Cyber's SAP team will address any food needs for students.



Face Covering/Masks

- **Staff and Students will be required to wear facial coverings during in person school programs such as Regional Office supplemental activities and mandated state assessments**
- **Staff, students, families, visitors will be encouraged to wear facial coverings when unvaccinated**
- **Face covering will be made available upon request at all school buildings**
- **Signage will be posted at Regional Office Locations**

 <p>Modifying facilities to allow for physical distancing</p>	<ul style="list-style-type: none"> • Student in person activity spaces will allow for 3 feet of separation among students and staff as feasible • Signage will promote practicing physical distancing • Sneeze guard/partitions may be utilized as an additional mitigation effort
 <p>Handwashing and respiratory etiquette</p>	<ul style="list-style-type: none"> • Signage for restrooms and common spaces will be utilized. • Handwashing signs will be posted in every bathroom and by room sinks • Sanitation stations throughout buildings
 <p>Cleaning & Ventilation</p>	<ul style="list-style-type: none"> • Cleaning and sanitizing following CDC guidelines including high touch surfaces daily • Desk wiped down in between activities • Sanitizer stations located throughout buildings • School vehicles are cleaned in between uses • HVAC and ventilation system best practices in place including increased air flow and frequent filter changes
	<ul style="list-style-type: none"> • We recognize contact tracing is a key strategy for preventing the spread of COVID-19. For this reason, we will continue to trace the in-school contacts of any individual who contracts COVID-19 and communicate promptly and effectively

<p>Contact Tracing/Isolation/Quarantine</p>	
<div data-bbox="535 310 718 532" data-label="Image"> </div> <p>Screening</p>	

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **The Pennsylvania Cyber Charter School** reviewed and approved the Phased School Reopening Health and Safety Plan on **August 16, 2021**

The plan was approved by a vote of:

<u>6</u>	<input checked="" type="checkbox"/>	Yes	X
<u>0</u>	<input type="checkbox"/>	No	

Affirmed on:

By:



(Signature of Board President)*

Edward T. Elder

(Print Name of Board President)

Website:

<https://www.pacyber.org/>

Plan URL:

<https://www.pacyber.org/uploads/pa-cyber-health-and-safety-plan-final-with-signed-affirmation.pdf>