

Health and Safety Plan Summary: **Reading Muhlenberg CTC**

Initial Effective Date: July 1, 2021

Date of Last Review: June 14, 2021

Date of Last Revision: June 14, 2021

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

The health and safety of the Reading Muhlenberg Career & Technology Center (RMCTC) staff and students remains, as always, the top priority for the organization. The RMCTC Leadership Team and Pandemic Team continue to take critical steps and make decisions that protect the health and safety of our organization in the ongoing response to the COVID-19 pandemic.

In response to the expiration of statewide mitigation orders, the RMCTC has identified organizational standards and expectations which outline the protocols expected of all staff members as the organization transitions forward. Protocols include the following:

- Self-screening for COVID-19 symptoms
- Following communicable disease reporting procedures
- Practicing hand hygiene and respiratory etiquette
- Optional use of face coverings / adherence to health and safety plan of locations served
- Cleaning and disinfecting one's workspace
- Maintaining physical distancing protocols to the maximum extent possible
- Staying informed of CDC's guidance relative to travel
- Monitoring communication and confidentiality
- Participating in required training (current employees as well as new hires as part of their onboarding process)
- Staying informed and maintaining best practices

Additionally, a supplemental document containing frequently asked questions has been prepared to provide additional direction and guidance to staff.

Expectations are based on the latest mandates issued by the Governor's Office, the Pennsylvania Department of Health (DOH), the Pennsylvania Department of Education (PDE), the Department of Human Services (DHS), and the Office of Child

Development and Early Learning (OCDEL), and the Centers for Disease Control and Prevention (CDC). The Leadership Team and Pandemic Team will continue to monitor communications. As conditions change related to COVID-19, protocols are subject to change.

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?

RMCTC educational programs are planning for a return to full-person instruction in the fall of 2021 pending any change in mandates from PDE / DOH.

RMCTC educational programs and services may shift between in-person and virtual depending on health circumstances as Directors determine appropriate / necessary and /or as directed by DOH. RMCTC has applied for emergency instructional time authorization and, if approved, will consider multiple factors of student and staff health, safety, and well-being when making decisions regarding instructional models.

RMCTC continues to make resources available through its employee assistance provider, online training system, and the school's Wellness Committee; containing additional resources to include wellness information for staff. Current employees and new hires as part of their onboarding process must complete training relative the RMCTC's Organizational Standards & Expectations, Supplemental FAQ document.

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 masks ;	<ul style="list-style-type: none"> As of June 28, 2021, face coverings are optional for all individuals (staff, students, parents, and visitors), regardless of vaccination status. Staff who travel to other locations to provide service must adhere to the Health and Safety Plan of the location of service. Staff are expected to stay informed of the latest information and resources available and visit CDC's website which include but not limited to universal and correct wearing of masks.
b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);	<ul style="list-style-type: none"> RMCTC will adhere to the latest mandates provided by PDE, DOH,

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	<p>CDC, and OCDEL relative to physical distancing.</p> <ul style="list-style-type: none"> Physical distancing to the maximum extent feasible will continue to be recommended for indoor and outdoor spaces regardless of vaccination status. In anticipation of class sizes returning to full capacity in the fall of 2021 as allowed by program regulations and requirements, plexiglass barriers will be available.
<p>c. Handwashing and respiratory etiquette;</p>	<ul style="list-style-type: none"> Expectations related to handwashing and respiratory etiquette are contained in the RMCTC's Organizational Standards & Expectations document which will be emailed to each staff member and shared via the staff shared drive. Protocols include: <ul style="list-style-type: none"> Washing one's hands often with soap and water for at least 20 seconds If soap and water are not available, use hand sanitizer that contains at least 60% alcohol (for staff and older children who can safely use hand sanitizer) Avoid touching one's eyes, nose, and mouth Cover coughs and sneezes with a tissue or cough or sneeze into one's elbow Increase monitoring to ensure adherence among students
<p>d. Cleaning and maintaining healthy facilities, including improving ventilation;</p>	<ul style="list-style-type: none"> RMCTC will adhere to the latest mandates provided by PDE, DOH, and CDC related to cleaning and ventilation. RMCTC is committed to continuing the best practices developed in response to COVID-19 for keeping the workplace

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>clean, disinfected, and safe for staff, students, and visitors.</p> <ul style="list-style-type: none"> • The use of universal precautions designed to minimize the transmission of communicable diseases will continue to be implemented. Hand sanitizer and cleaning materials will remain available. • Limiting shared materials that cannot be easily cleaned will continue. • Staff will continue to be expected to share in the cleaning and disinfecting of shared equipment and / or furniture / items within one's office / classroom. • Additional cleaning and disinfecting measures / protocols may be required as deemed appropriate or directed by DOH depending on circumstances. • Staff will continue to be expected to adhere to appropriate personal protective equipment guidelines.
<p>e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;</p>	<ul style="list-style-type: none"> • DOH considers COVID-19 a communicable disease. As such, it is among DOH's listing of reportable diseases. • Staff are required to report a suspected or known case of COVID-19 to their supervisor within 24 hours. • Staff must follow the recommendation of their attending physician. • RMCTC will contact DOH and follow their guidance. Guidance may include the following: <ul style="list-style-type: none"> ○ Disease information; ○ The distribution of appropriate letters and communications; ○ Identification of high risk individuals; ○ Appropriate action and treatment; and

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<ul style="list-style-type: none"> ○ Ongoing support and assistance.
f. <u>Diagnostic</u> and screening testing;	<ul style="list-style-type: none"> • Staff are required to follow the recommendation of their attending physician and / or DOH directive(s) as it relates to diagnostic and screening testing.
g. Efforts to provide <u>vaccinations to school communities</u> ;	<ul style="list-style-type: none"> • RMCTC continues to collaborate with local health care providers and epidemiologist leaders regarding targeted areas of needs and will continue to participate with BCIU to provide additional vaccination to staff and students. • RMCTC continues to communicate local vaccine opportunities available to staff and the community at large.
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	<ul style="list-style-type: none"> • Special accommodations or health care needs of students with disabilities will be addressed through the IEP process. • Accommodations may include, but not limited to adapted service delivery models, (i.e. individualized services, when appropriate) and / or other health and safety precautions as outlined in an individualized health plan.
i. Coordination with state and local health officials.	<ul style="list-style-type: none"> • RMCTC will continue to maintain existing partnerships with local and state agencies. • As with any communicable disease, the RMCTC will contact the DOH to report a suspected or known case of COVID-19 and follow its guidance.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Joint School Committee for **Reading Muhlenberg Career & Technology Center** reviewed and approved the Health and Safety Plan on **June 14, 2021**.

The plan was approved by a vote of:

5 Yes

0 No

Affirmed on: **June 14, 2021**

By:

Cindy L. Mengle
(Signature* of Board President)

Cindy L. Mengle
(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.