



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: West Branch Area School District

Initial Effective Date: June 24, 2021

Date of Last Review: June 24, 2021

Date of Last Revision: June 24, 2021

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?

1. 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 West Branch Area School District (WBSD) offered in-person instruction for the majority of the 2020-2021 school year in conjunction with and as the result of prevention and mitigation policies as set forth by the CCCDC and DoH. WBSD plans to continue to implement select best practices for the 2021-2022 school year as deemed needed by local and school COVID data.

WBSD will implement an instructional plan that provides for both in-person and remote learning as documented on PDE Instructional Time Template (520.1). Opportunities to close the learning gap will be incorporated at the elementary, middle and high school levels to supplement the regular program of study. Through the district's student services program, students will have access to services designed to address social, emotional, and mental health along with physical health (counselors, social worker, SAP, school nurse). Employees will have access to similar services through supplemental programs provided by the insurance consortium. The district will continue to implement food services through the National School Breakfast & Lunch program.

2. 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 ;	WBSD will comply with all requirements as mandated by PDE, DoH, CDC, and/or any other authoritative agency, for all district facilities and transportation. Further, WBSD may consider CDC recommendations in response to local and/or school outbreaks.
b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);	WBSD may maintain cohorts for social distancing at the elementary for class instruction, lunch and recess at the class or grade level. WBSD may maintain social distancing at the middle and high school for class instruction and lunch. Further, WBSD may consider additional CDC recommendations in response to local and/or school outbreaks.
c. Handwashing and respiratory etiquette ;	WBSD may maintain existing handwashing and respiratory etiquette throughout the school day and during extra-curricular events. Supplies may be made readily available within all student and employee areas.
d. Cleaning and maintaining healthy facilities, including improving ventilation ;	WBSD may maintain existing cleaning protocols as it relates to student desks, cafeteria tables, bus seating, and high touch areas within the general setting. Further, WBSD may consider additional CDC recommendations in response to local and/or school outbreaks.
e. Contact tracing in combination with isolation and quarantine , in collaboration with the State and local health departments;	WBSD will maintain contact tracing protocols in consultation with DoH, including the need for isolation and quarantine for positive cases and exposures.
f. Diagnostic and screening testing;	WBSD may maintain diagnostic and screening protocols, including temperature checks and health room screenings at all grades and levels.
g. Efforts to provide vaccinations to school communities ;	WBSD will disseminate and promote vaccination opportunities to both our employees and student families as made available. Further, WBSD may offer vaccination clinics upon request by eligible agencies.
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	WBSD will comply with the provisions of student IEPs as it relates to health and safety accommodations up to and including remote instruction.

ARP ESSER Requirement	Strategies, Policies, and Procedures
i. Coordination with state and local health officials.	WBSD will comply with all requirements as mandated by PDE, DoH, CDC, and/or any other authoritative agency, for all district facilities and transportation. WBSD will provide all required documentation as directed.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **West Branch Area School District** reviewed and approved the Health and Safety Plan on **June 24, 2021**.

The plan was approved by a vote of:

 8 Yes

 0 No

Affirmed on: June 24, 2021

By: Kasi Martin (WBSD Board Secretary)



(Signature of Board President)*

Chad Diviney

(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.