

# Notre Dame High School

Cheryl Fenton

Plan Submitted By  
Cheryl Fenton

Health and Safety Plan for (INSERT LEA or SCHOOL NAME)

Notre Dame High School

What is your scheduled first day of school for the 2020-2021 school year?

Aug 31, 2020

How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?

Blended reopening that balances in person learning, and remote learning (i.e., alternating days or weeks). Students will be divided into two groups: those whose last name falls between A-G and those whose last name falls between H-Z. Students will be physically present in the building two days a week (depending on their last names). The other three days will be remote learning. This plan will enable Notre Dame to continue (if necessary) social distancing.

How did you engage stakeholders in the type of re-opening your school entity selected?

Notre Dame formed a Return to School committee April. This committee is comprised of administrators, faculty, staff, and parents. Various re-opening scenarios were discussed. Obviously, the re-opening plan is still a work in progress due to the fluctuation of the current pandemic.

How will you communicate your plan to your community?

The committee, along with the administration, and pandemic team have developed a communication plan to ensure that students, parents, faculty, and staff receive timely and accurate information regarding the school's re-opening in August.

We will use our One-call system, social media and our website to communicate with our stakeholders.

Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

The Pennsylvania Department of Health, the Pennsylvania Department of Education, and the Diocese of Allentown Department of Education's direction and guidance, will direct the response of Notre Dame high School should a school closure or modification be necessary. This plan coordinates federal, state, and local agencies.

## Pandemic Team & Coordinator

	Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities
1	Andrew D'Angelo	Administration	Both
2	Jaclyn Friel	Administration	Both
3	Dena Farrell	Administration	Both
4	Phil Stambaugh	Administration	Both
5	Cheryl Fenton	Pandemic Coordinator	Both
6	Zelenda Hodgskin	Parent	Both
7	Jordon Hildabrant	Staff	Pandemic Crisis Response Team
8	Amy Rogers	Athletics	Pandemic Crisis Response Team
9	Mandy Kopp	Social Media	Health and Safety Plan Development
10	Jackie Lilly	Faculty	Health and Safety Plan Development

	Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities
11	Dr. Jennifer Zambo	Emergency Room Physician/Parent	Both
12			

How will you ensure the building is cleaned and ready to safely welcome staff and students?  
 Notre Dame will follow the CDC's Guidance for Cleaning and Disinfecting Schools.

<https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>

How will you procure adequate disinfection supplies meeting OSHA and CDC requirements for COVID-19?  
 The Return to School committee made recommendations to the administration, in April, to begin the process, of purchasing adequate disinfectant supplies that meet OSHA and CDC requirements. The recommendation also included the purchasing of additional PPE.

Notre Dame also will be using the \$10,000 Health and Safety Grant from CIU20 to purchase additional supplies.

How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?

Clean and disinfect frequently touched surfaces and objects within the school at least daily, including door handles, sink handles, and railings in stairways.

Evening cleaning crew will also disinfect after athletic events.

Steps will be taken to provide safe alternatives for providing water while school water fountains remain closed.

What protocols will you put in place to clean and disinfect throughout an individual school day?

COVID-19 Daily Cleaning Job Card

COVID-19 Weekly Cleaning Job Card

The Facilities Director will review protocol with his maintenance staff to ensure that proper cleaning and disinfecting takes place on a daily basis, as well as those areas in the school and annex that require weekly cleaning.

Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

All faculty, staff, and administration will receive training on cleaning, sanitizing, disinfecting, and ventilation protocols. The principal will establish a training date, prior to the re-opening of school, to implement this training.

Actions Steps Under YELLOW Phase for cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)

	Lead Individual & Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Facilities Director	PPE, CDC Website following the guidance for cleaning and disinfecting schools		

Actions Steps Under GREEN Phase for cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)

	Lead Individual & Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Facilities Director	PPE, CDC Website following the guidance for cleaning and disinfecting schools		

Other cleaning, sanitizing, disinfecting, and ventilation practices

Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans	Classrooms and common areas will be ventilated with additional circulation of outdoor air when possible, using windows, doors, and/or fans	Facilities Director	Fans	

How will classrooms/learning spaces be organized to mitigate spread?

Restrict interactions between groups of students

Staggered schedule to limit the number of individuals in a classroom or other space.

Limit gatherings, events and extracurricular activities to those that can maintain social distancing

To the extent feasible, students should be socially distanced three to six feet apart pursuant to CDC and PDE guidelines.

If three-six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. Identify small groups and keep them together (cohorting).

Limit mixing between groups if possible.

Restrict interactions between groups of students.

Hallways will remain one-way in direction.

How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?

Students will be grouped by their last names (i.e., students whose last name falls between A-G will physically be brought into school two days a week. Students whose last name falls between H-Z will physically be brought into school two days a week). One day a week, all students will remain at home and utilize virtual learning. This protocol will limit the number of students in the school, in the classroom and the hallways each school day.

What policies and procedures will govern use of other communal spaces within the school building?

When at all possible, PE classes will be conducted outside the building. Locker rooms will remain closed. Students who have PE should report to school (the day they are in the building) dressed in their PE attire.

Cafeteria will only be open to provide bagged lunches for those students/faculty who need to purchase a lunch. Students will not be eating in the cafeteria but rather in their 3rd period classroom (prior to their lecture).

How will you utilize outdoor space to help meet social distancing needs?

PE classes will be conducted outside the building.

How will you adjust student transportation to meet social distancing requirements?

Administration has been in contact with our private bus company (Palmeri). Palmeri is waiting for more information from their national organization on students and transportation.

Administration will also be in touch with public school systems to confirm their transporting of non-public school students.

What visitor and volunteer policies will you implement to mitigate spread?

Restrict nonessential visitors, volunteers, and activities that involve other groups.

Limit large group activities such as extracurriculars in accordance with PIAA Guidelines

Ensure all large group activities including, but not limited to Liturgies, assemblies, concerts, and theater shows follow social distancing guidelines.

Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?

Not applicable

Which stakeholders will be trained on social distancing and other safety protocols?

When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

All staff will be trained on healthy hygiene practices so they can teach the students.

Ensure handwashing strategies include washing

with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.

CDC - handwashing resources that include

<http://www.cdc.gov/handwashing/materials.html>

Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices

Social Distancing and Other Safety Protocols

	Actions Steps under Yellow	Action Steps under Green	Lead Individual	Materials, Resources and/or Supports Needed	PD Required (Y/N)
Classroom/ learning space occupancy that allows for 3-6 feet of separation among students and staff throughout the day, to the maximum extent feasible. See Appendix.	Restrict interactions between groups of students Staggered schedule to limit the number of individuals in a classroom or other space. Limit gatherings, events and extracurricular activities to those that can maintain social distancing	Restrict interactions between groups of students Staggered schedule to limit the number of individuals in a classroom or other space. Limit gatherings, events and extracurricular activities to those that can maintain social distancing			
Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	Cafeteria will only be open to provide bagged lunches for those students/faculty who need to purchase a lunch. Students will not be eating in the cafeteria but rather in their 3rd period classroom (prior to their lecture).	Cafeteria will only be open to provide bagged lunches for those students/faculty who need to purchase a lunch. Students will not be eating in the cafeteria but rather in their 3rd period classroom (prior to their lecture).			

	Actions Steps under Yellow	Action Steps under Green	Lead Individual	Materials, Resources and/or Supports Needed	PD Required (Y/N)
Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices.	<p>All staff will be trained on healthy hygiene practices so they can teach these to students. Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. CDC - handwashing resources that include <a href="http://www.cdc.gov/handwashing/materials.html">http://www.cdc.gov/handwashing/materials.html</a> Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices</p>	<p>All staff will be trained on healthy hygiene practices so they can teach these to students. Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. CDC - handwashing resources that include <a href="http://www.cdc.gov/handwashing/materials.html">http://www.cdc.gov/handwashing/materials.html</a> Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices</p>			
Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs.	<p>Post CDC Germs Are Everywhere and Wash Your Hands Posters in all classrooms and restrooms and other high traffic areas <a href="https://www.cdc.gov/handwashing/pdf/poster-germs-are-everywhere.pdf">https://www.cdc.gov/handwashing/pdf/poster-germs-are-everywhere.pdf</a> <a href="https://www.cdc.gov/handwashing/pdf/wash-your-hands-poster-english-508.pdf">https://www.cdc.gov/handwashing/pdf/wash-your-hands-poster-english-508.pdf</a></p>	<p>Post CDC Germs Are Everywhere and Wash Your Hands Posters in all classrooms and restrooms and other high traffic areas <a href="https://www.cdc.gov/handwashing/pdf/poster-germs-are-everywhere.pdf">https://www.cdc.gov/handwashing/pdf/poster-germs-are-everywhere.pdf</a> <a href="https://www.cdc.gov/handwashing/pdf/wash-your-hands-poster-english-508.pdf">https://www.cdc.gov/handwashing/pdf/wash-your-hands-poster-english-508.pdf</a></p>			
Identifying and restricting non-essential visitors and volunteers.	<p>Restrict nonessential visitors, volunteers, and activities that involve other groups. Limit large group activities such as extracurriculars in accordance with PIAA Guidelines Ensure all large group activities including, but not limited to Liturgies, assemblies, concerts, and theater shows follow social distancing guidelines.</p>	<p>Restrict nonessential visitors, volunteers, and activities that involve other groups. Limit large group activities such as extracurriculars in accordance with PIAA Guidelines Ensure all large group activities including, but not limited to Liturgies, assemblies, concerts, and theater shows follow social distancing guidelines.</p>			

	Actions Steps under Yellow	Action Steps under Green	Lead Individual	Materials, Resources and/or Supports Needed	PD Required (Y/N)
Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports.	Return to Play protocol for athletics is located on the school website under the athletic tab	Return to Play protocol is located on the school website under the athletic tab.			
Limiting the sharing of materials among students	<p>Clean and disinfect shared items between uses. Keep each student's belongings separated from others' and in individual lockers or other areas. Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit to one group of students at a time and disinfect in between use.</p> <ul style="list-style-type: none"> <li>● Textbooks that are shared</li> <li>● Technology</li> <li>● Art Supplies</li> <li>● PE Equipment</li> </ul> <p>Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.</p>	<p>Clean and disinfect shared items between uses. Keep each student's belongings separated from others' and in individual lockers or other areas. Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit to one group of students at a time and disinfect in between use.</p> <ul style="list-style-type: none"> <li>● Textbooks that are shared</li> <li>● Technology</li> <li>● Art Supplies</li> <li>● PE Equipment</li> </ul> <p>Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.</p>			
Staggering the use of communal spaces and hallways	<p>Create one-way traffic patterns in hallways. Separate students within common areas. ● Arrival ● Dismissal Lines ● Lunch in classroom Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held</p>	<p>Create one-way traffic patterns in hallways. Separate students within common areas. ● Arrival ● Dismissal Lines ● Lunch in classroom Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held</p>			
Adjusting transportation schedules and practices to create social distance between students					

	Actions Steps under Yellow	Action Steps under Green	Lead Individual	Materials, Resources and/or Supports Needed	PD Required (Y/N)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	To the extent feasible, students should be socially distanced six feet apart pursuant to CDC and PDE guidelines. If six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. Identify small groups and keep them together (cohorting). Limit mixing between groups if possible. Restrict interactions between groups of students.	To the extent feasible, students should be socially distanced six feet apart pursuant to CDC and PDE guidelines. If six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. Identify small groups and keep them together (cohorting). Limit mixing between groups if possible. Restrict interactions between groups of students.			
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	NA	NA			
Other social distancing and safety practices					
How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?					
Students and staff will consistently be made aware of the signs and symptoms of COVID-19.					
Students and staff will go to the nurse immediately if feeling symptomatic.					
Notre Dame will share resources with the school community to help families understand when to keep children home					
<a href="https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx">https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx</a>					
Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?					
Notre Dame will share resources with the school community to help families understand when to keep children home					
<a href="https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx">https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx</a>					
What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?					

Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms.

School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people.

<https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html>

Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting.

Notify staff and families confirmed case while maintaining confidentiality.

Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?

Administration along with our school nurses will follow the protocol guidelines regarding quarantine and/or isolation for both staff and students.

What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?

Individuals who have tested positive or presumed positive for COVID-19 and who were directed to care for themselves at home may discontinue isolation under the following conditions:

10 days from the onset of symptoms.

Resolution of fever without the use of fever-reducing medications for the previous 72 hours.

Improvement in respiratory symptoms (e.g., cough, shortness of breath)

OR

Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart (total of two negative specimens)

A doctor's note will be required as a release to return to school.

How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?

A family survey will be sent to all current parents asking them if they are comfortable attending ND with the blended re-opening. If a parent and/or child is not comfortable, virtual learning will be made available for that parent and child for as long as they need.

When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?

Post Health and Safety Plan on the Notre Dame Website

Provide regular update information on ND website and in parent flyers/letters.

Prepare parents and families for remote learning if school is temporarily dismissed

Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

For the time being, the principal, assistant principal, school nurse along with with members of the and the pandemic team will receive training on proper monitoring of students and staff health.

Monitoring Student and Staff Health



	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Monitoring students and staff for symptoms and history of exposure	<p>Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Notre Dame will share resources with the school community to help families understand when to keep children home <a href="https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx">https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx</a></p>	<p>Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Notre Dame will share resources with the school community to help families understand when to keep children home <a href="https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx">https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx</a></p>			
Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	<p>Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. <a href="https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html">https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html</a> Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting. Notify staff and families confirmed case while maintaining confidentiality</p>	<p>Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. <a href="https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html">https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html</a> Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting. Notify staff and families confirmed case while maintaining confidentiality</p>			

	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Returning isolated or quarantined staff, students, or visitors to school	Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions: 10 days from the onset of symptoms. Resolution of fever without the use of fever-reducing medications for the previous 72 hours. Improvement in respiratory symptoms (e.g., cough, shortness of breath) OR Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥24 hours apart (total of two negative specimens)	Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions: 10 days from the onset of symptoms. Resolution of fever without the use of fever-reducing medications for the previous 72 hours. Improvement in respiratory symptoms (e.g., cough, shortness of breath) OR Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥24 hours apart (total of two negative specimens)			
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Post Health and Safety Plan on the Notre Dame Website Provide regular update information on ND website and in parent flyers/letters. Prepare parents and families for remote learning if school is temporarily dismissed	Post Health and Safety Plan on the Notre Dame Website Provide regular update information on ND website and in parent flyers/letters. Prepare parents and families for remote learning if school is temporarily dismissed			
Other monitoring and screening practices					

What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?  
 Per the Governor's Order - face coverings are required for entering the building and will be worn at all times during the school day. This will include classrooms, hallways and restrooms. However, where social distancing of 6 feet or more can be achieved in the classroom between students, students can remove their face coverings.

What special protocols will you implement to protect students and staff at higher risk for severe illness?  
 Students will have the opportunity, if at higher risk for severe illness, to attend classes virtually. Administration will be flexible with faculty and staff, who have underlying conditions, that may prohibit them from coming to work.

How will you ensure enough substitute teachers are prepared in the event of staff illness?  
 All substitutes will be required to attend training, in the beginning of the school year, to ensure that substitute teachers are prepared if and when they are called into school for substitution.

How will the School strategically deploy instructional and non-instructional staff to ensure all students have access to quality

learning opportunities, as well as supports for social emotional wellness at school and at home?  
 Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.

Other Considerations for Students and Staff

	Action Plan in Yellow Phase	Action Plan in Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Protecting students and staff at higher risk for severe illness	Students will have the opportunity, if at higher risk for severe illness, to attend classes virtually. Administration will be flexible with faculty and staff, who have underlying conditions, that may prohibit them from coming to work.	Students will have the opportunity, if at higher risk for severe illness, to attend classes virtually. Administration will be flexible with faculty and staff, who have underlying conditions, that may prohibit them from coming to work.			
Use of face coverings (masks or face shields) by all staff	Per the Governor's Order - face coverings that cover nose and mouth are required for entering the building and will be worn at all times during the school day. This will include classrooms, hallways and restrooms. However, where social distancing of 6 feet or more can be achieved in the classroom between students, students can remove their face coverings.	Per the Governor's Order - face coverings that cover nose and mouth are required for entering the building and will be worn at all times during the school day. This will include classrooms, hallways and restrooms. However, where social distancing of 6 feet or more can be achieved in the classroom between students, students can remove their face coverings.			
Use of face coverings (masks or face shields) by older students (as appropriate)	Per the Governor's Order - face coverings are required for entering the building and will be worn at all times during the school day. This will include classrooms, hallways and restrooms. However, where social distancing of 6 feet or more can be achieved in the classroom between students, students can remove their face coverings.	Per the Governor's Order - face coverings are required for entering the building and will be worn at all times during the school day. This will include classrooms, hallways and restrooms. However, where social distancing of 6 feet or more can be achieved in the classroom between students, students can remove their face coverings.			
Unique safety protocols for students with complex needs or other vulnerable individuals	Students will have the opportunity, if at higher risk for severe illness, to attend classes virtually. Administration will be flexible with faculty and staff, who have underlying conditions, that may prohibit them from coming to work.	Students will have the opportunity, if at higher risk for severe illness, to attend classes virtually. Administration will be flexible with faculty and staff, who have underlying conditions, that may prohibit them from coming to work.			
Strategic deployment of staff	Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.	Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.			

Professional Development Topic

	Session Topic	Audience	Lead Person & Position	Session Format	Materials, Resources, and/or Supports Needed	Start	End
1	Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students						
2	Spray Disinfectant						
3	Healthy Hygiene Practices						
4	Implementing the Notre Dame High School Health and Safety Plan						
5	Physical Education						
6	Safety Protocols for Students with Complex Needs						

Plan Communications

	Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
1	Board of Directors COVID-19 Update					
2	Return to School Survey					
3	Notre Dame High School Building Reopening Letter					
4	Parent/Guardian Updates			Email, Video, Phone Message	Ongoing	Ongoing
5	Staff Updates			Email, Video, Phone Message	Ongoing	Ongoing
6						

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Strategies, Policies & Procedures

Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)

Increased use of PPE required (masks, gloves, face-shields) & Hygiene Practices Notre Dame will follow the CDC's Guidance for Cleaning & Disinfecting Schools <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html> Clean and disinfect frequently touched surfaces and objects within the school at least daily, including door handles, sink handles, and railings. Water fountains will remain closed and the school will provide safe alternatives for providing water

Increase Social Distancing

Social Distancing and Other Safety Protocols

Strategies, Policies & Procedures

## Strategies, Policies & Procedures

Classroom/learning space occupancy that allows for 3-6 feet of separation among students and staff throughout the day, to the maximum extent feasible

To the extent feasible, students should be socially distanced three to six feet apart pursuant to CDC and PDE guidelines. If three-six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. Identify small groups and keep them together (cohorting). Limit mixing between groups if possible. Restrict interactions between groups of students. Hallways will remain one-way in direction.

Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms

Cafeteria will only be open to provide bagged lunches for those students/faculty who need to purchase a lunch. Students will not be eating in the cafeteria but rather in their 3rd period classroom (prior to their lecture).

Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices

All staff will be trained on healthy hygiene practices so they can teach these to students. Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol. CDC - handwashing resources that include <http://www.cdc.gov/handwashing/materials.html> Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices

Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs

Post CDC Germs Are Everywhere and Wash Your Hands Posters in all classrooms and restrooms and other high traffic areas <https://www.cdc.gov/handwashing/pdf/poster-germs-are-everywhere.pdf> <https://www.cdc.gov/handwashing/pdf/wash-your-hands-poster-english-508.pdf>

Handling sporting activities through formal "Return to Play Plan".

Return to Play Plan posted on website under athletics tab.

Limiting the sharing of materials among students

Clean and disinfect shared items between uses. Keep each student's belongings separated from others' and in individual lockers or other areas. Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit to one group of students at a time and disinfect in between use. ● Textbooks that are shared ● Technology ● Art Supplies ● PE Equipment Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. Clean and disinfect them before and after use.

Staggering the use of communal spaces and hallways

Create one-way traffic patterns in hallways. Separate students within common areas. ● Arrival ● Dismissal Lines ● Lunch in classroom Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held

Adjusting transportation schedules and practices to create social distance between students

Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students

To the extent feasible, students should be socially distanced six feet apart pursuant to CDC and PDE guidelines. If six feet is not achievable in the classroom setting, students should be spaced to the maximum extent possible. Identify small groups and keep them together (cohorting). Limit mixing between groups if possible. Restrict interactions between groups of students.

## Strategies, Policies & Procedures

Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars

NA

Other social distancing and safety practices

### Monitoring Student and Staff Health

#### Strategies, Policies & Procedures

Monitoring students and staff for symptoms and history of exposure

Students and staff will consistently be made aware of the signs and symptoms of COVID-19. Students and staff will go to the nurse immediately if feeling symptomatic. Notre Dame will share resources with the school community to help families understand when to keep children home <https://www.healthychildren.org/English/family-life/work-play/Pages/When-to-Keep-Your-Child-Home-from-Child-Care.aspx>

Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure

Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. <https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html> Close off the area used by a person testing positive for COVID-19 and do not use before cleaning and disinfecting. Notify staff and families confirmed case while maintaining confidentiality.

Returning isolated or quarantined staff, students, or visitors to school

Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions: 10 days from the onset of symptoms. Resolution of fever without the use of fever-reducing medications for the previous 72 hours. Improvement in respiratory symptoms (e.g., cough, shortness of breath) OR Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart (total of two negative specimens). A doctor's note will be required.

Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols

Post Health and Safety Plan on the Notre Dame Website Provide regular update information on ND website and in parent flyers/letters. Prepare parents and families for remote learning if school is temporarily dismissed

### Other Considerations for Students and Staff

#### Strategies, Policies & Procedures

Protecting students and staff at higher risk for severe illness

Students will have the opportunity, if at higher risk for severe illness, to attend classes virtually. Administration will be flexible with faculty and staff, who have underlying conditions, that may prohibit them from coming to work.

Strategies, Policies & Procedures

Use of face coverings  
(masks or face shields)  
by all staff

Face coverings are required for entering the building. Face coverings will be worn at all times during the school day. This will include classrooms, hallways and restrooms. However, where social distancing of 6 feet or more can be achieved in the classroom between students, students can remove face coverings.

Use of face coverings  
(masks or face shields)  
by older students (as  
appropriate)

Face coverings are required for entering the building. Face coverings will be worn at all times during the school day. This will include classrooms, hallways and restrooms. However, where social distancing of 6 feet or more can be achieved in the classroom between students, students can remove face coverings.

Unique safety protocols  
for students with  
complex needs or other  
vulnerable individuals

Students may select virtual learning.

Strategic deployment  
of staff

Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.

School

Notre Dame High School

Date

Jul 30, 2020

A handwritten signature in black ink that reads "Philip J. Fromuth". The signature is written in a cursive, flowing style.