



School Health & Safety Plan for Friends' Central School

AUGUST 2020

SCHOOL HEALTH AND SAFETY PLAN FOR FRIENDS' CENTRAL SCHOOL • AUGUST 2020

Given that children and adolescents may experience challenges in effectively adhering to recommendations, we recognize that it is critical that employees set a good example for students by modeling behaviors around physical distancing, wearing of masks, and hand hygiene. In advance of returning to campus, Friends' Central teachers and staff have been asked to sign a Community Compact signaling their agreement to adhere to and model safe behavior. Additionally, all students and employees coming to campus will be tested approximately every two weeks.

FCS will continually monitor the prevalence and spread of COVID-19 in our communities and be prepared to implement stronger containment or mitigation strategies, such as remote learning when necessary and in line with public health guidance. The most current information and additional guidance on COVID-19 is available on the [Pennsylvania Department of Health's website](#). FCS has developed a plan that allows us to quickly respond to the changing environment with minimal disruption to student learning.

This plan takes into account the safety and health of all employees and students, and it strives to balance the educational imperative to open schools to in-person instruction with the public health imperative to mitigate COVID-19 infection and transmission rates.

The following guidance, along with other school-published documents, provides public health standards to mitigate the spread of COVID-19 -- for physical distancing, face coverings, hand hygiene, and cleaning and disinfecting in FCS school settings. This guidance reflects currently endorsed public health best practices from DOH with the understanding that more rigorous measures may be required in certain areas depending on community transmission of COVID-19.

UNIVERSAL MASKING WITH LIMITED EXCEPTIONS

In addition to email and in-person training, the FCS community will be reminded to wear masks, except in structured and supervised situations (such as lunch and nap time) via plentiful signage, videos, and in-person reminders.

SOCIAL/PHYSICAL DISTANCING MEASURES

“Social distancing,” more accurately called physical distancing, means keeping a safe space between yourself and other people who are not from your household. Physical distancing is fundamental to lowering the risk of spread of COVID-19, as the primary mode of transmission is through respiratory droplets by persons in close proximity.

Friends’ Central classes, PK-12 are structured to maintain adequate physical distance (6ft) and to minimize the number of contacts per student and teacher.

EMPLOYEE INTERACTION

FCS adults will:

- ▶ Wear face masks at all times while indoors, with the addition of goggles and face shields when appropriate.
- ▶ Maintain a distance of at least 6 feet from other adults to the maximum extent feasible.
- ▶ Maintain at least 6 feet from students whenever possible and when not disruptive to the educational process.
- ▶ Hold group parent-teacher conferences and curriculum nights virtually or outdoors with physical distance maintained.
- ▶ Hold employee and planning meetings virtually unless physical distancing can be maintained and masks worn, or outdoors with physical distance maintained.
- ▶ Implement strategies to increase adult-adult physical distance in time and space, such as staggered drop-offs and pick-ups or outside drop-offs and pick-ups when weather allows. Parents are not permitted to enter school buildings at this time.
- ▶ Physical barriers, such as clear plexiglass, have been installed in reception areas and employee workspaces where the environment does not accommodate physical distancing.
- ▶ Employees are discouraged from congregating in shared spaces, such as hallways and employee lounges

BUSING AND TRANSPORTATION

- ▶ Students and parents/guardians/caregivers will be required to perform a symptom screening (RUVNA) prior to arriving at school or the bus stop each day. Parents will receive a daily text with a form to fill out in order to submit their child(ren)’s temperature/symptoms.
- ▶ Plans for safely transporting students require everyone to wear masks and maintain 6 feet physical distance.

- ▶ Parents/guardians have been surveyed about their plans to utilize school district transportation services in order for us to better understand capacity needs.
- ▶ Alternative modes of transportation will be encouraged for students who have other options to minimize the number of students on each bus.
- ▶ We are discouraging carpools unless all students are in the same household and/or school pod. If passengers do not all live in the same household, we have noted that masks should be worn while in the car.
- ▶ FCS bus drivers and passengers will wear face masks while on the bus in accordance with the PA Secretary of Health's Order Requiring Universal Face Coverings issued July 1, 2020.
- ▶ Most of our bus stops are one per family; however, when this is not the case, physical distancing of 6 feet will be promoted at all bus stops. We will also consider adding more bus stops to minimize the number of students waiting together.
- ▶ Buses will be loaded by filling seats from back to front to limit students walking past other students to find a seat.
- ▶ Students will not be seated in the front row of the bus.
- ▶ Seats will be assigned by cohort (same students sit together each day), or students from the same family will be encouraged to sit together (or both).
- ▶ Tape will be used to mark seats to show students where to sit.
- ▶ We will work to minimize the number of people on the bus at one time within reason and to the greatest extent possible.
- ▶ Individuals other than students/drivers, including parents, guardians, or other caregivers, will not be permitted on the bus unless absolutely necessary (e.g. to assist a student with a disability). They must wear a mask to enter the bus.
- ▶ Windows will remain open, if weather allows, to improve ventilation.
- ▶ Buses will be disinfected after each run and will be cleaned and disinfected daily.
- ▶ Hand sanitizer will be provided on the bus and its use will be promoted.
- ▶ All students will be asked to wash their hands or use hand sanitizer before or immediately upon entering the School.
- ▶ Students will go directly to their assigned classroom upon entering the building. Students will not be permitted to congregate in a lobby, hallway, or cafeteria before school starts.

DESKS & SEATING

Students are carefully divided into small groups. In Pre-K-grade 8, these small groups will not change during the day or mix with other groups. In grades 9-12, when they resume in-person learning, classes will be halved to accommodate physical distancing and contacts will be limited.

GUIDELINES FOR PHYSICAL DISTANCING IN CLASSROOMS, COMMON SPACES, AND ALTERNATIVE SPACES

People on campus will remain 6 feet apart in classrooms and common spaces. They will sit facing one direction. In classrooms where students are slightly closer than 6 feet apart (but not less than 5.5 ft), a physical barrier, such as clear plexiglass or acrylic will be in place. Many classes will be moved outdoors or take place in alternative spaces, such as gyms, dining halls, and tents.

DOORS AND HALLWAYS: GUIDELINES FOR LIMITING INTERACTIONS BETWEEN GROUPS

- ▶ Students will enter buildings through assigned doors.
- ▶ Hallways are one way and have been marked to maintain safe traffic patterns and to remind students and staff of the need to maintain distance.
- ▶ Safe passing time has been established for Upper School students transitioning from room to room.
- ▶ Bathrooms will be assigned to pods/cohorts, and limited to one student at a time using their assigned bathroom. Signs on the doors remind students of this limit.
- ▶ Lockers have been eliminated for the year.
- ▶ Students in Kindergarten-grade 5 will remain in a single room or outdoors while at school.
- ▶ Students in N/PK will move between two spaces or outdoors while at school.
- ▶ Students in grades 6-8 will rotate between a small number of rooms.
- ▶ Students grades 9-12 will move between spaces in a careful, staggered, and safe fashion with cleaning of spaces between transitions.

OUTDOOR PLAYGROUND SPACES

- ▶ Playgrounds will be limited to one pod or cohort at a time and equipment will be cleaned between uses.
- ▶ Students will wash hands with soap and water or use hand sanitizer containing 60% alcohol before and after outdoor play.
- ▶ Students will wear masks while transitioning to outdoor areas and will follow safe mask removal and storage procedures when they are allowed to remove their masks.
- ▶ Pod/cohort students will have outdoor time together. The size of groups using the playground at any one time will be limited.
- ▶ Physical distancing will be reinforced during playground play to the extent feasible.
- ▶ Plastic and metal playground equipment will be cleaned and disinfected frequently and routinely over the course of each day, particularly high-touch surfaces such as railings and hand grips.

FIELD TRIPS

No field trips are planned for the opening months of school.

GATHERINGS

No large in-person gatherings are planned for the opening months of school.

GUIDELINES FOR ADMISSIONS APPLICANTS AND FAMILIES

Applicant families will not be allowed inside building except to use one designated bathroom which is located near the entrance and which will not be used by FCS students or employees.

LUNCH

- ▶ Students will bring snacks and lunch from home and will eat with their pods/cohorts in classrooms or outdoors when possible.
- ▶ Students will remove their masks and sit at least 6 feet apart while eating.
- ▶ Students will wear masks when walking to and from outdoor areas and remove and store them as instructed, using proper hand hygiene.
- ▶ Students and employees will wash hands or use hand sanitizer before and after eating.
- ▶ FCS will work to create an environment that is as safe as possible from exposure to food allergens, including prohibiting food sharing.

FACE MASK GUIDELINES

We have notified our families and employees of the following: An approved mask consists of two to three layers of densely woven fabric. Three layers provide the most protection and are recommended by CDC. Making the outer layer from a cotton/poly blend will provide some water repellency and make it less likely droplets will transfer through the mask. The mask needs to fit snugly over the mouth and nose and be firmly attached to the head by ear loops, elastic bands that go around the head, or with tie straps. One should not be able to blow out a candle while wearing a properly fitted mask. Because the outside of the mask may harbor droplets of virus, it is important for the user not to touch their mask while in use. Keeping hands away from the face and eyes adds additional protection. Cloth masks should be stored with the public side down on a piece of paper towel when not in use and laundered daily. It will be helpful if children become accustomed to correct mask use prior to the start of in-person school. [Here is an article from the American Academy of Pediatrics](#) containing helpful information for parents.

- ▶ Instructions will be given to the FCS community for proper use and storage of face masks.
- ▶ **Bandanas and gators are not acceptable face masks and will not be allowed at FCS.**

SCHOOL EMPLOYEES AND VISITORS

- ▶ Everyone at FCS will wear an approved face mask. This includes everyone over the age of two years: students, employees, and pre-screened visitors, including parents and guardians while on school grounds during student drop-off and pick-up.
- ▶ Masks may be removed following protocol to eat or drink during mask breaks and lunch peri-

ods; however, at those times, 6 feet physical distancing must be maintained and students will be supervised.

- ▶ When working outdoors, physical plant employees are required to wear a mask unless working conditions make it unsafe to operate equipment or execute a task. Physical distancing must be maintained.
- ▶ Clear plastic face shields allow for more visual cues and may be used by some teachers, along with increased physical distancing (greater than 6 feet).
- ▶ FCS will maintain an adequate supply of face masks, face shields, and other personal protective equipment (PPE) at each campus and carefully monitor inventory.

STUDENTS

- ▶ All students must wear a face mask that covers their nose and mouth when inside the School and while outside when physical distancing is not possible due to space constraints.
- ▶ **Bandanas and gators are not approved face masks.**
- ▶ Masks will be worn while moving from inside to outside, then removed and stored as instructed. All divisions have protocols for mask removal and storage during mask breaks and while eating.
- ▶ Planned mask breaks will be provided throughout the day. Maintain a distance of at least 6 feet during face mask breaks.
- ▶ Students may remove their masks when eating or drinking when spaced at least 6 feet apart.
- ▶ Students may remove their face masks when engaging in any activity at least 6 feet apart, such as mask breaks, outdoor PE classes, or recess.

SPORTS

- ▶ Lower School students engaged in outdoor PE classes will maintain physical distancing and may remove their face masks. Proper mask handling, storage, and hand hygiene is required.
- ▶ Coaches and athletes must wear face masks unless they are outdoors and can consistently maintain physical distancing of at least 12 feet. Athletes are not required to wear masks while actively engaged in skills, drills, and conditioning activities taking place outdoors.
- ▶ See the [Governor's Guidance for All Sports Permitted to Operate During the COVID-19 Disaster Emergency to Ensure the Safety and Health of Employees, Athletes and the Public](#) for comprehensive sporting activity guidance.
- ▶ Athletic activities will be held outdoors with physical distancing and face masks when 12 feet physical distancing is not possible. No indoor athletic activities will be permitted at this time.
- ▶ Student-athletes, who previously were diagnosed with COVID-19 and have since recovered*, must have a clearance inclusive of a cardiac evaluation, from the treating health care provider** as recommended by the [American Academy of Pediatrics](#) and notify the school nurse, coaches and athletic trainers, so an appropriate return to play plan can be established. *Re-

covery is defined as resolution of fever without the use of fever-reducing medications with progressive improvement or resolution of other symptoms. **The health care provider may not be related to the student-athlete.

HAND HYGIENE

We understand that COVID-19 may survive on certain surfaces for some time, which means it is possible to be infected after touching a contaminated surface and then touching the mouth, eyes, or nose. Our mitigation plan includes frequent handwashing, cleaning, and disinfecting high-touch areas and ventilating learning spaces and other areas used by students, such as restrooms, hallways, and transportation, and increased outdoor learning.

- ▶ FCS has posted numerous flyers instructing students and employees on proper handwashing technique and sent videos electronically
- ▶ Teachers will [reinforce washing hands](#), covering coughs and sneezes, and require frequent use of hand sanitizer.
- ▶ Hand sanitizer containing 60% alcohol is available in common areas, hallways, classrooms, and anywhere sinks with soap for handwashing are not available. See [CDC Hand Sanitizer Use](#).

CLEANING AND DISINFECTING

- ▶ Students will not be present when disinfectants (with the exception of Vital Oxide) are being used and students are not being asked to participate in disinfecting activities.
- ▶ Ventilation systems have been upgraded and maintained to ensure that they operate properly and windows will be open throughout the day wherever possible.
- ▶ FCS has adequate supplies and will carefully monitor inventory to support healthy hygiene behaviors, including soap, hand sanitizer **with at least 60 percent alcohol**, paper towels, tissues, and no-touch trash cans. (See [Pennsylvania COVID-19 PPE & Supplies Business-2-Business \(B2B\) Interchange Directory](#) for assistance sourcing these materials.)
- ▶ We will use routine cleaning practices for indoor areas that have not been used for 7 or more days or outdoor equipment.
- ▶ We will follow standard protocols to clean surfaces that are not high touch, such as bookcases, cabinets, wall boards, or drapes, as well as floors and carpets.
- ▶ We will clean and disinfect frequently touched surfaces and objects within the school and on school buses at least daily, including door handles, sink handles, and water bottle refill stations.
- ▶ We will clean and disinfect spaces when used by different pods/cohorts of students.
- ▶ Bathrooms will be cleaned frequently throughout the day.
- ▶ Computers will not be shared among children
- ▶ Additional classroom supplies will minimize the need for sharing.
- ▶ FCS will limit the use of shared equipment when possible, however our youngest learners will

share toys within pods.

- ▶ When equipment is shared students and employees will wash hands (or use hand sanitizer) before and after touching shared equipment.
- ▶ Drinking fountains have been turned off and students are required to provide their own labeled refillable water bottle.

ON ENTRY INTO SCHOOL BUILDINGS

- ▶ Friends' Central students and employees will participate in a symptom screening app provided by RUVNA. Students and employees are required to submit their screening responses before they are allowed on campus.
- ▶ Students will wash their hands with soap and water or use hand sanitizer containing 60% alcohol before or immediately upon entering a school building.
- ▶ Students will go directly to their assigned classroom upon entering a school building. They will not congregate in a lobby, stairwell, bathroom, hallway, reading room, cafeteria, or other communal space before school starts.
- ▶ Individuals who are self-quarantining or have been diagnosed with a confirmed or probable case of COVID-19 must communicate their status to FCs health services and no members of that household are allowed on campus until documentation is given to once the affected person is cleared by their Health Care Provider.

GUIDELINES FOR MONITORING AND ISOLATING SYMPTOMATIC STUDENTS

Steps teachers will follow when a student needs a nurse

- ▶ No students will be traveling to the current nurse office locations
- ▶ Teachers will call the nurse if a student needs to be evaluated
- ▶ Nurses will go to the pod/cohort bringing a "go bag" to evaluate the student at the pod/cohort location
- ▶ If the nurse determines the student needs to go home, the student will come back with the nurse
- ▶ Lower School students will be placed in a room adjacent to the nurses' office to await pickup
- ▶ Middle and Upper School students will be placed in a room adjacent to the nurse's office to await pickup
- ▶ An audio/visual baby monitor will allow nurses to keep track of the student's condition
- ▶ Nurses will remain in their current office while monitoring symptomatic students awaiting the arrival of a parent/guardian/caretaker.
- ▶ Parents/guardians will have received a letter from the three nurses explaining our expectations prior to the start of in-person school opening.

- ▶ Administration will support nurses in making sure parents/guardians/caretakers arrive in a timely manner to take their child home
- ▶ On their arrival to campus, the parent/guardian/caretaker will call the nurse who will escort the child to their vehicle. Parents/guardians/caretakers will wear a face mask while on campus.

PLANS FOR COMMUNICATING THE GUIDELINES TO STUDENTS AND FAMILIES

Guidelines have been communicated to families in the FCS path to reopening, safety update, communication from nurses, family handbooks, and Zoom Q&A with principals and health and safety staff.

VENTILATION DETAILS

- ▶ Frequent changes of A/C filters using filters with the smallest particle filtration.
- ▶ All air handlers on both campuses are having bi polar ionization units installed along with new filters that will increase filtration by 10X.

EMPLOYEE TRAINING

Employees have read and signed our Community Compact, they have participated in remote trainings that included Q&A with members of our health and safety staff, received a follow up FAQ, and are encouraged to read all updates and check our website frequently.

PPE & HYGIENE

Personal Protective Equipment Protocol for Faculty/employees

Friends' Central School will follow the guidelines provided by the Pennsylvania Departments of Health and Education, the Montgomery County Office of Public Health, and the CDC regarding protocols for use of personal protective equipment for our students and employees. The prevention of COVID-19 transmission is our priority.

Acceptable Face Masks

- ▶ Face masks must cover the nose and mouth and be secured to the head with ties, straps, or loops over the ears.
- ▶ Face masks should provide a near-complete barrier on the sides of the wearer's face.
- ▶ Face masks can be made of a variety of water-repelling synthetic or natural fabrics, including cotton, silk, or linen, that cover the nose and mouth and can include a clear plastic insert over the mouth area.
- ▶ Three layers of tightly woven fabric are best; two layers are a minimum.
- ▶ You should not be able to extinguish a candle flame while blowing through the mask.
- ▶ You should not be able to see light from a flashlight shine through the mask.

Face mask plus face shield or goggles together provide the greatest protection and are recom-

mended for FCS personnel who have pre-existing health conditions and are at higher risk for severe disease if they contract COVID-19, or who have family members in this category.

- ▶ FCS will provide one KN95 face mask, one face shield, and one pair of goggles to all employees.
- ▶ FCS has a limited supply of adult size masks with clear plastic inserts.

EMPLOYEES HAVE RECEIVED THE FOLLOWING GUIDANCE:

Make sure your face mask

- ▶ fits snugly but comfortably against the side of the face
- ▶ completely covers the nose and mouth
- ▶ is secured with ties, straps, or ear loops
- ▶ includes multiple layers of tightly woven fabric - three is best, two is minimum
- ▶ If reusable, masks should be hand washed or machine washed and dried without damage or change to shape.
- ▶ If you choose to make your own face mask, [here are instructions](#).

Wearing your face mask correctly

- ▶ Wash your hands before putting on your face mask.
- ▶ Put your mask over your nose and mouth and secure it under your chin.
- ▶ Try to fit your mask snugly against the sides of your face and the bridge of your nose.
- ▶ Don't put the face mask around your neck or up on your forehead. If it is on, it is on properly; if it is off, it needs to be stored properly, including hand hygiene.
- ▶ Don't touch the outside of the face mask once in place, and, if you do, wash your hands or use hand sanitizer - the outside of the mask is considered contaminated.
- ▶ If wearing an N95 mask, confirm proper seal using [this video](#) for guidance.



Removing and storing face masks properly

- ▶ Wash your hands thoroughly or use hand sanitizer before touching your face area.
- ▶ Untie the strings behind your head or stretch the ear loops.
- ▶ Handle only by the ear loops or ties.
- ▶ Be careful not to touch your eyes, nose, or mouth when removing the mask.
- ▶ For indoor mask removal: remove mask and place it in a paper bag labeled with the student's name and taped to the student's desk/table.
- ▶ For outdoor mask removal: remove mask and place it in a paper bag labeled with the student's

name in the pod's/cohort's mask storage crate.

- ▶ Cleanse hands immediately after removing and storing the mask.
- ▶ Replace masks prior to reentry into school buildings after outdoor activities. Cleanse hands prior to replacing the mask.

HAND HYGIENE

Handwashing strategies include washing with soap and water for at least 20 seconds - sing *Happy Birthday* twice.

- ▶ If soap and water are not available, an alcohol-based hand sanitizer containing at least 60% alcohol may be used rubbing vigorously and allowing it to dry.

HAND SANITIZER AVAILABILITY AND LOCATIONS

- ▶ Hand sanitizer will be available for all students and employees in all classrooms.
- ▶ Additional automatic hand sanitizer stations will be placed outside entry doors and classrooms.

WHEN TO CLEAN HANDS

- ▶ Upon arrival to school and prior to entry into any school building
- ▶ Prior to putting on masks
- ▶ Prior to removing masks
- ▶ After removing masks
- ▶ After going to the bathroom
- ▶ Before eating
- ▶ After eating
- ▶ After blowing your nose, coughing, or sneezing
- ▶ After touching your face

ELEVATOR USE

- ▶ No students will use the elevator without permission from the nurses.
- ▶ When necessary, employees will ride one at a time and maintain 6 ft distance upon entry and exit.

STEPS FOR TEACHERS TO FOLLOW WHEN A STUDENT NEEDS A NURSE

- ▶ No students will be traveling to the current nurse office locations.
- ▶ Teachers will call the nurse if a student needs to be evaluated.
- ▶ Nurses will go to the pod bringing a "go bag" to evaluate the student at the pod location.
- ▶ If the nurse determines the student needs to go home, he/she/they will come back with the

nurse.

- ▶ Lower School students will be placed in Jenn Curren's room to await pickup.
- ▶ Middle and Upper School students will be placed in a room adjacent to US/MS nurses office.
- ▶ An audio-visual baby monitor will allow nurses to keep track of the student's condition.
- ▶ Nurses will remain in their current office while monitoring symptomatic students.
- ▶ Parents will have received a letter from the three nurses explaining our expectations prior to the start of in-person school opening.
- ▶ Administration will support nurses in making sure parents arrive in a timely manner to take their child home.
- ▶ FCS is using the following:



COVID-19 School Exclusion Recommendations

Exclusion From and Return to School Recommendations		
COVID-19 Symptoms <ul style="list-style-type: none"> • <u>Two</u> of the following symptoms: chills, fatigue, myalgia, headache, sore throat, congestion, nausea, vomiting, or diarrhea OR • <u>One</u> of the following symptoms: fever (100.4 or higher), cough, shortness of breath, difficulty breathing, or new loss of taste or smell 	Individual should be tested for COVID-19. <ul style="list-style-type: none"> • If test result is negative, return to school 3 days after symptoms are no longer present. • If test result is positive or individual is unable/refuses to get tested, may return to school after: <ul style="list-style-type: none"> ➢ 24 hours with no fever and ➢ Improvement in symptoms and ➢ 10 days since symptoms first appeared 	
Positive COVID-19 PCR Test	WITH SYMPTOMS May return to school after: <ul style="list-style-type: none"> • 24 hours with no fever and • improvement in symptoms and • 10 days since symptoms first appeared 	WITHOUT SYMPTOMS May return to school after: <ul style="list-style-type: none"> • 10 days after PCR test was collected *If symptoms develop during the 10 days, follow return to school guidance for positive PCR <u>with</u> symptoms
Close Contact to Positive <ul style="list-style-type: none"> • Within 6ft for 15 minutes or more • Household contact 	WITH SYMPTOMS Individual should be tested for COVID-19. <ul style="list-style-type: none"> • If test result is negative, return to school 14 days after last exposure to the person with COVID-19 and symptoms have resolved • If test result is positive, follow return to school guidance for positive PCR with symptoms 	WITHOUT SYMPTOMS Excluded 14 days after last date of exposure to the person with COVID-19 <ul style="list-style-type: none"> • Household contacts are in quarantine until 14 days <u>after</u> household positive is released from isolation *If symptoms develop during the 14 days, follow return to school guidance for Close Contact <u>with</u> symptoms
**Travel to States with High COVID-19 Rates <ul style="list-style-type: none"> • Critical workers are encouraged to wear both a face shield and mask and social distance, if unable to quarantine 	WITH SYMPTOMS If symptoms develop during the recommended 14 day quarantine upon return to PA, follow return to school guidance for COVID-19 symptoms	WITHOUT SYMPTOMS Self-quarantine for 14 days from when they return to PA

2020 – PAHAN – 517 –07-18-UPD: Discontinuation of Transmission-Based Precautions for Patients with COVID-19

[**PADOH COVID 19 Information for Travelers](#)

Designated Contact Information for Schools
 Phone: 610-278-6211
 Email: MCSchoolCOVID19@montcopa.org

**exception: If a child within a pod contracts COVID 19, the entire pod will be sent home for 14 days.*

IF EMPLOYEES OR STUDENTS BECOME SYMPTOMATIC AT SCHOOL?

Employees will notify the school nurse and their supervisor and contact your HCP for testing.

GUIDELINES FOR PROTECTION OF STUDENTS, EMPLOYEES, AND FAMILY MEMBERS AT HIGH-RISK OF SEVERE ILLNESS

Employees who are high risk or who live with a high risk person have been given the opportunity to request remote work.

Seasonal allergy symptoms should be well controlled or the affected person needs to stay home until management of symptoms is achieved.

INDIVIDUALS WITH DISABILITIES OR OTHER CHRONIC CONDITIONS

Students with Disabilities or Other Chronic Conditions

Students and employees with chronic conditions and health concerns have been given the opportunity to participate remotely.

All Employees, Including Those with Chronic Conditions

Are discouraged from gathering in groups of any size and avoid common areas such as employee lounges.

IMMUNIZATIONS

Friends' Central School is encouraging all students to stay current with respect to immunizations and to get a flu shot in a timely fashion.

COMMUNICATION AND COMMUNITY AWARENESS

- ▶ Friends' Central School communicates weekly, at a minimum, with families. Communications include safety updates and reminders.
- ▶ Signs are posted in highly visible locations and promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a face covering).
- ▶ Signs on how to stop the spread of COVID-19, such as screening symptoms and staying at home when symptomatic, and everyday protective measures that can be utilized in the school setting such as proper handwashing techniques and how to properly wear a face covering are posted at the entrance to our two campuses. Teachers and administrators will be present on campus reminding students and fellow employees of safety precautions.
- ▶ School communication channels include messages about behaviors that prevent the spread of COVID-19.
- ▶ Safety Plans are posted on the school's website

- ▶ FCS will Provide regularly updated information on school websites and in parent communications.
- ▶ FCS actively encourages caregivers and families to practice and reinforce good prevention habits at home and within their families.
- ▶ FCS reminds parents/guardians/caregivers to keep children at home if sick with any illness.
- ▶ Additionally, the use of RUVNA screens students and employees and notifies them (and school nurses) if they should not report to school.
- ▶ Parents/guardians/caregivers and families are aware that the community must be ready to pivot to remote learning if school is temporarily dismissed.
- ▶ Dismissal has been orchestrated to prevent students congregating to help slow the spread of COVID-19 in the community.

SYMPTOM MONITORING AND TESTING

Staying home when symptomatic is one of the most effective ways to minimize the risk of transmission of COVID-19. Both symptom screening and testing are strategies used to identify individuals with COVID-19.

Friends' Central is requiring daily, before school screening

Friends' Central is currently testing students who are reporting to school for in-person learning every two weeks. Employees reporting to campus are also being tested every two weeks. Students coming to campus for outdoor-only, limited programming, such as picking up textbooks from a tent at scheduled intervals, are required, as of September 8, to complete RUVNA screening.

The Friends' Central community is aware of these requirements and community members coming to campus have signed a compliance agreement called the FCS Community Compact.

Our community is aware that students and employees who are symptomatic may not attend school. Should a student or employee become symptomatic at school, they will be sent home to isolate and to be tested. Friends Central will stay in communication with the family and will work with the Montgomery County Health Department to make sure we are proceeding appropriately.

In the meantime, we have notified employees of our sick leave policy; instructed parents/guardians to keep children at home if they are symptomatic; provided symptom lists and the RUVNA app to educate families and employees about when to stay home; will provide ongoing education and communication to employees, parents/guardians, and students about symptoms of COVID-19, and the importance of staying home if symptomatic; and require students and parents/guardians/caregivers to perform a symptom screening prior to arriving at school or at the bus stop each day.

AFTER A POSITIVE CASE OF COVID-19

[DOH or county and municipal health departments](#) (CMHDs) employees will notify FCS immediately upon learning that a person with a confirmed or probable case of COVID-19 was present at the school or a school event while infectious. DOH or CMHD employees will assist the school with risk assessment, isolation and quarantine recommendations, and other infection control recommendations. Schools should take every measure to maintain the confidentiality of the affected individual, but this is not required during the COVID-19 pandemic.

DOH or CMHD employees are responsible for contacting a student or school employee testing positive for COVID-19, to inform close contacts of their possible exposure, and to give instructions to those involved, including siblings and other household members, regarding self-quarantine and exclusions. The individual who tested positive will not be identified in communications from DOH or the CMHD to the school community at large but may need to be selectively identified for contact tracing by the DOH or CMHD employees.

- ▶ If the person is present on school property when DOH or CMHD employees notify the school of the positive case information, the person will be immediately, but discreetly, taken to the COVID-19 related isolation space for pick up (if student) or asked to return home (if an employee).
 - Establish procedures for safely transporting home symptomatic individuals.
 - Contact DOH or the CMHD for further guidance if a parent/guardian/caregiver notifies the school of potential exposure by a student, employee, or school visitor.

In such a case, we will wait at least 24 hours before cleaning and disinfecting or as long as possible (to reduce risk of exposure to cleaning personnel). If seven days have passed since the symptomatic individual was in the affected area, cleaning/disinfecting is not needed.

We will close off areas used by the symptomatic person and will not use again before cleaning and disinfecting. We will follow [CDC Guidance on Cleaning and Disinfecting](#) protocols.

We have created a communication system to self-report symptoms and for notifying employees and families of exposures and closures. We will make every effort to maintain confidentiality.

CONTACT TRACING

Robust surveillance, case investigation, contact tracing, and isolation of positive cases or quarantine of close contacts can slow and stop the transmission of COVID-19. Friends' Central will work closely with county health officials should a community member test positive or come in contact with an individual who has become infected.

We will take the following measures that allow for exposed individuals to be more easily traced:

- ▶ Use assigned seating for each class when feasible.
- ▶ Take attendance for every class and include all individuals (employees and contractors) who were in the classroom.
- ▶ Maintain a limited set of contacts for every person who comes to campus.

- ▶ Use sign-in sheets for in-person meetings to document employees attendees.
- ▶ Keep accurate records of any persons other than students and employees who enter the building, their reason for being there, the locations in the building they visit, and the names of close contacts they visit in the building if possible.

ATTENDANCE POLICIES

Friends' Central will maintain attendance records for those who are learning or educating remotely via Veracross, just as this information is maintained for inperson students.

- ▶ Health and Safety staff are prepared to refer symptomatic individuals or those who have a known exposure to a confirmed case to an appropriate health care provider or testing site.
- ▶ FCS is prepared to support students and employees who are quarantined.

RETURNING TO N TO 12 SCHOOL FOLLOWING AN ILLNESS

Employees and students' families have been instructed in this regard ([FCS Community Compact](#)) and have signed a plan to comply.

CLOSING SCHOOL

The PA Department of Health will continue to monitor community transmission rates and other surveillance metrics across the commonwealth, including Pre-K to 12 school specific outbreaks of COVID-19. Based on this disease monitoring and surveillance DOH may, in close coordination with PA Dept of Ed, issue guidance related to targeted school closures as part of a wider public health mitigation strategy.

FCS COVID-19 SYMPTOM SCREENING TOOL

All FCS community members planning to come to campus must complete daily screening prior to school/work. The RUVNA ap will send a text message to parents and guardians as well as employees. Health services will monitor compliance.

PIVOTING TO ALL REMOTE

Depending on the division, up to 20% of Friends' Central students have selected remote only learning. Should Friends' Central choose to, or be required to close for any period of time, teachers will simply convert all learners to virtual. It is our plan to make every effort to keep students learning in-person.