



**SPECTRUM CHARTER SCHOOL, INC.**

4369 Northern Pike

Monroeville, PA 15146

Phone: 412-374-8130 Fax: 412-374-9629

## **Spectrum Charter School Health and Safety Plan**

Based on CDC guidelines, recommendations from the PA Department of Health and Academy of Pediatrics, and the best interests of Spectrum Charter School's students, staff and families, the following is our plan for maintaining a safe learning environment. This plan was developed by a committee including administrators, teachers, paraprofessionals, parents, and Board members. It is based on the guidance provided by the PA Department of Education, the American Academy of Pediatrics, and the CDC.

Spectrum Charter School's Pandemic Team believes that social interaction and in-person learning is vital to our students emotional, social, and academic growth and development. While health and safety continue to be our number one priority, the plan we have created serves to maintain the highest levels of health and safety, while taking into consideration our students' great need to continue in-person learning.

In August 2021, based on Allegheny County's designation and local community needs, Spectrum Charter School reopened for all students and staff.

Spectrum Charter School's teachers will continue to meet and maintain a content specific Google Classroom to enable fluid movement from the in-person to remote teaching model should it become necessary to change instructional modes. The school will continue to provide online learning options for students with health conditions that require additional consideration related to attendance in person.

The following plan takes into consideration the potential changes that may arise due to unknown factors related to the pandemic. The committee recognizes that this plan is fluid and may need to be adapted or changed based on current conditions. We remain committed to maintaining the highest levels of health and safety.

**\*When in a low rate of transmission according to CDC guidelines, Spectrum Charter School will operate in the **Green Phase**.**

**Cleaning, Sanitizing, Disinfecting, and Ventilation**

Requirements	Action Steps under <b>Green Phase</b>
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p><u>Cleaning</u> and maintaining healthy facilities, including improving <u>ventilation</u></p> <p>Drinking fountains will not be used. Only a hands-free water bottle filler will be used.</p> <p>We will also use the fogging machines inside the building on an as-needed basis.</p> <p>All carpets in the building will be cleaned and sanitized just prior to in-person learning.</p> <p>Staff will disinfect all door handles, handrails and shared surfaces at regular intervals.</p> <p>Student desks will be cleaned at various intervals throughout the day.</p> <p>Hand sanitizer will be available in every learning space, office and entryway.</p>
<p><b>Other cleaning, sanitizing, disinfecting, and ventilation practices</b></p>	<p>All student materials will be stored in separate bins to prevent any cross-contamination.</p> <p>All students will receive extensive training and practice in maintaining the highest levels of health and safety.</p> <p>All staff will receive extensive training and practice in maintaining the highest levels of health and safety.</p>

## Social Distancing and Other Safety Protocols

Requirements	Action Steps under <b>Green Phase</b>
<p><b>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>Modifying facilities to allow for <a href="#">physical distancing</a></p> <p>Desks will be 3' or more apart and all facing in the same direction</p> <p>Optional facial coverings for faculty, staff, and students</p>
<p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<p>Lunch times will be staggered.</p> <p>Lunch will be in both the gym</p> <p>Use of the kitchen will be limited to six individuals</p> <p>Only disposable paper products will be allowed in the kitchen and cafeteria.</p>
<p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p><a href="#">Handwashing and respiratory etiquette</a> Only one person will be permitted in the bathroom at one time.</p> <p>Bathroom surfaces will be wiped down with disinfectant by staff at various intervals.</p> <p>Students will be required to clean hands using sanitizer upon entering the building.</p> <p>Students will be required to wash their hands frequently, but hourly at a minimum.</p>



<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p>Signs about handwashing, mask wearing, and social distancing will be placed throughout the building.</p> <p>All students will receive training and practice on each of the practices listed above.</p> <p>Parents will receive information about our safety practices.</p>
<p><b>* Identifying and restricting non-essential visitors and volunteers</b></p>	<p>Visitors are screened via camera.</p>
<p><b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b></p>	<p>We do not have sporting events.</p> <p>Physical education classes will be held outdoors when possible.</p>
<p><b>Limiting the sharing of materials among students</b></p>	<p>All students will be provided with a personal bin in which to keep their materials separate. In addition, they will be provided with individual materials that will not be shared.</p>
<p><b>Staggering the use of communal spaces and hallways</b></p>	
<p><b>Adjusting transportation schedules and practices to create social distance between students</b></p>	<p>We will work with the various school districts that transport our children to develop social distancing practices.</p> <p>When using school vans, students will be spaced 3' apart.</p>
<p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p>	<p>Classrooms will be limited to 8-10 students per classroom, 3' apart.</p>

<p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p>	<p>N/A</p>
<p><b>Other social distancing and safety practices</b></p>	

**Monitoring Student and Staff Health**

<p><b>Requirements</b></p>	<p><b>Action Steps under <u>Green Phase</u></b></p>
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Parents will be asked to take student's temperature and check for common Covid-19 symptoms each morning before school, and keep them home if they, or a family member, have a fever of 100 degrees or above.</p>
<p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p>	<p>Sick students or staff will be <u>quarantined</u> in the nurse's office until they can leave the building.</p> <p>Spaces in which sick students or staff worked will receive a deep cleaning.</p>
<p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p>	<p>The Pandemic Committee will be immediately convened to determine any other mitigation efforts that are necessary.</p> <p>The return to in-person method of instruction will be evaluated by the committee.</p> <p>Parents will be asked to have students tested and report the results.</p>
<p><b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b></p>	<p>Notification of any changes will occur via phone, email, REMIND app, social platforms, such as Facebook, and text.</p>
<p><b>Other monitoring and screening practices</b></p>	<p>We will be in contact with local and county health organizations if the need arises.</p>

## Other Considerations for Students and Staff

Requirements	Action Steps under <b>Green Phase</b>
<p><b>* Protecting students and staff at higher risk for severe illness</b></p>	<p>Monitor health</p> <p>Conduct <a href="#">contact tracing</a></p> <p>Do not penalize <a href="#">quarantining</a> students with grades or absenteeism</p>
<p><b>* Use of face coverings (masks or face shields) by all staff</b></p>	<p>Optional facial coverings by faculty, staff, and students</p> <p>Face shields will be made available to all staff as requested.</p> <p>Plexiglass safety shields will be available as requested</p>
<p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p>	<p>Optional facial coverings by faculty, staff, and students</p>
<p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p>	<p>We may have students who have a difficult time understanding the optional use of a facial covering. These students will be provided with extra time and instruction/practice to assist them.</p>
<p><b>Strategic deployment of staff</b></p>	<p>All staff members will be given additional responsibilities for cleaning.</p>



**\*When in a moderate or high rate of transmission according to CDC guidelines, Spectrum Charter School will operate in the **Yellow Phase**.**

**Cleaning, Sanitizing, Disinfecting, and Ventilation**

Requirements	Action Steps under <b>Yellow Phase</b>
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p><u>Cleaning</u> and maintaining healthy facilities, including improving <u>ventilation</u></p> <p>Drinking fountains will not be used. Only a hands-free water bottle filler will be used.</p> <p>We will also use the fogging machines inside the building on an as-needed basis.</p> <p>All carpets in the building will be cleaned and sanitized just prior to in-person learning.</p> <p>Staff will disinfect all door handles, handrails and shared surfaces at regular intervals.</p> <p>Student desks will be cleaned at various intervals throughout the day.</p> <p>Hand sanitizer will be available in every learning space, office and entryway.</p>
<p><b>Other cleaning, sanitizing, disinfecting, and ventilation practices</b></p>	<p>All student materials will be stored in separate bins to prevent any cross-contamination.</p> <p>All students will receive extensive training and practice in maintaining the highest levels of health and safety.</p> <p>All staff will receive extensive training and practice in maintaining the highest levels of health and safety.</p>

## Social Distancing and Other Safety Protocols

Requirements	Action Steps under <b>Yellow Phase</b>
<p><b>* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>Modifying facilities to allow for <a href="#">physical distancing</a></p> <p>Desks will be 3' or more apart and all facing in the same direction</p> <p>Masks will be required. Face shields will also be available for all students and staff.</p> <p>Hallway transitions will be minimized to the greatest degree possible</p>
<p><b>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</b></p>	<p>Lunch times will be staggered.</p> <p>Lunch will be in both the gym and lunchroom so that seating can be 6' apart.</p> <p>Use of the kitchen will be limited to six individuals to maximize 6' feet of distance between each individual.</p> <p>Only disposable paper products will be allowed in the kitchen and cafeteria.</p> <p>There will be no sharing of food.</p>
<p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p>	<p>Handwashing and respiratory etiquette</p> <p>Only one person will be permitted in the bathroom at one time.</p> <p>Bathroom surfaces will be wiped down with disinfectant by staff at various intervals.</p> <p>Students will be required to clean hands using sanitizer upon entering the building.</p> <p>Students will be required to wash their hands frequently, but hourly at a minimum.</p> <p>Temperature of staff, students, and visitors will be administered upon arrival.</p>



<p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p>	<p>Signs about handwashing, mask wearing, and social distancing will be placed throughout the building.</p> <p>All students will receive training and practice on each of the practices listed above.</p> <p>Parents will receive information about our safety practices.</p>
<p><b>* Identifying and restricting non-essential visitors and volunteers</b></p>	<p>Visitors are screened via camera. All staff, students, essential related service providers and visitors will wear masks.</p>
<p><b>* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</b></p>	<p>We do not have sporting events.</p> <p>Physical education classes will be held outdoors when possible. Otherwise, students will wear masks and participate in PE activities that maximize social distancing.</p>
<p><b>Limiting the sharing of materials among students</b></p>	<p>All students will be provided with a personal bin in which to keep their materials separate. In addition, they will be provided with individual materials that will not be shared.</p>
<p><b>Staggering the use of communal spaces and hallways</b></p>	
<p><b>Adjusting transportation schedules and practices to create social distance between students</b></p>	<p>We will work with the various school districts that transport our children to develop social distancing practices.</p> <p>When using school vans, students will be spaced 3' apart.</p> <p>Students will wear masks at all times on busses and in vans.</p>
<p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p>	<p>Classrooms will be limited to 8-10 students per classroom, 3' apart.</p>

<p><b>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</b></p>	<p>N/A</p>
<p><b>Other social distancing and safety practices</b></p>	

### Monitoring Student and Staff Health

Requirements	Action Steps under <b>Yellow Phase</b>
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p>	<p>Parents will be asked to take student's temperature and check for common Covid-19 symptoms each morning before school, and keep them home if they, or a family member, have a fever of 100 degrees or above.</p>
<p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p>	<p>Sick students or staff will be quarantined in the nurse's office until they can leave the building.</p> <p>Spaces in which sick students or staff worked will receive a deep cleaning.</p>
<p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p>	<p>The Pandemic Committee will be immediately convened to determine any other mitigation efforts that are necessary.</p> <p>The return to in-person method of instruction will be evaluated by the committee.</p> <p>Parents will be asked to have students tested and report the results.</p>
<p><b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b></p>	<p>Notification of any changes will occur via phone, email, REMIND app, social platforms, such as Facebook, and text.</p>
<p><b>Other monitoring and screening practices</b></p>	<p>We will be in contact with local and county health organizations if the need arises.</p>

## Other Considerations for Students and Staff

Requirements	Action Steps under <b>Yellow Phase</b>
<p><b>* Protecting students and staff at higher risk for severe illness</b></p>	<p>Monitor health</p> <p>Conduct <a href="#">contact tracing</a></p> <p>Do not penalize <a href="#">quarantining</a> students with grades or absenteeism</p>
<p><b>* Use of face coverings (masks or face shields) by all staff</b></p>	<p>Universal and correct wearing of <a href="#">masks</a></p> <p>All staff will be required to wear masks.</p> <p>Face shields will be made available to all staff.</p> <p>Plexiglass safety shields will be available</p>
<p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p>	<p>Use of masks and/or face shields will be required for all students.</p>
<p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p>	<p>We may have students who have a difficult time understanding the need for a face mask. These students will be provided with extra time and instruction/practice to assist them. In addition, a paraprofessional will be available to ensure the student's compliance with 3' distancing at all times.</p>
<p><b>Strategic deployment of staff</b></p>	<p>All staff members will be given additional responsibilities for cleaning.</p>

### Additional Resources

- [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](#)