

PACE SCHOOL 2020-2021 REOPENING PLAN – FREQUENTLY ASKED QUESTIONS (8-6-2020)

The Pace School Pandemic Team is working to create and finalize our Health and Safety Plan to reopen Pace School for in-person instruction for all students for the 2020-2021 school year. The most frequently asked questions and concerns posed by parents/guardians and staff are answered below.

It must be noted that the information that follows are the preliminary recommendations (as of July 21, 2020) related to Pace reopening. At any time, given changes to guidance provided by Federal, State or Local governmental agencies may require us to alter or modify this plan.

The Health and Safety plan containing the final recommendations will be submitted to the Pace Board of Directors for approval on August 10, 2020.

REOPENING PLAN

As we enter the 2020-2021 school year, Pace School is preparing to have all students return to school. We believe that the students who attend Pace do best when receiving face-to-face instruction and behavioral support. Understandably, there will be many health and safety mitigation protocols in place to support the well-being of students, staff, and families. Instruction will be very similar to what our students experienced "pre-COVID-19" with some changes involving shared resources and social distancing to the maximum extent possible.

If a parent/guardian is uncomfortable with having his/her/their child/children attend in-person instruction, he/she/they are to contact the Principal, Mr. Nathan Leeman, who will arrange for an IEP meeting to discuss concerns and potential instructional options.

STUDENT PROTOCOLS

How will the classrooms and the school be organized to support social distancing?

Classroom Design

- All classrooms will be self-contained.
- Classroom cohorts will be classrooms assigned to the same hallway.
- Generally, classroom occupancy will not exceed a total of 15 staff and students.
- To promote social distancing, each student will be assigned an individual desk/chair/seat in classrooms. Only that student will be permitted to use that desk/chair/seat during the day/class period.

Movement throughout the building

- Movement throughout the building will be discouraged and limited.
- Markings on the floor to promote social distancing will be placed in areas where students/staff may need to wait including but not limited to: the reception area, outside the Health Office, outside and inside the Multipurpose Room and in the Cafeteria serving line.
- Movement in the hallways will be limited to classroom cohorts as much as practical. Individuals will be instructed to always walk on the right side of the hallway.
- Movement in the stairwell will be one directional as much as practical.

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Locker Use

- Only one student will be assigned to a locker.
- Lockers will be accessed by one student at a time under staff direction.
- Every attempt will be made to assign every other locker to promote distancing between students.
- Any personal items stored in the classroom closet will be placed in an individual clear bag or zip lock bag.

Materials and Supplies

- Students will not be permitted to bring backpacks or school supplies from home to school.
- All general supplies (paper, pencils, crayons, colored pencils, rulers, etc.) will be provided by Pace School.
- Each student will be assigned their own textbooks and technology, as applicable.
- Students' textbooks and supplies will be maintained in an individual container.
- Sharing of supplies will be extremely limited. Any school supplies shared by students (e.g., calculators, art supplies, and/or computers) will be cleaned and disinfected between uses.

Will the students attend special area classes?

Yes. The daily/weekly schedule will allow for controlled movement of cohort classrooms to special area classes.

Where will the staff and students eat breakfast and lunch?

- To the maximum extent possible, students will eat breakfast and lunch in the Multipurpose Room.
- Additional lunch periods have been added to allow for one directional seating, 6 feet apart as much as possible.
- Signage will be added in the lunch room and serving lines to promote social distancing.
- All components of lunch will be served to students including condiments, utensils, and any ala carte purchases.
- All students will use disposable trays and utensils.
- There will be no dine-in seating in either of the staff lounges.
- Staff will be able to purchase pre-packaged meals from the cafeteria.

Will students and staff be able to bring their lunch from home?

- Yes
- Staff will not be permitted to heat up items for students.
- Lunch boxes/bags will be stored in the student's locker or in an individual clear plastic bag in the classroom closet/cabinet.
- Paper/plastic disposable lunch bags are recommended and preferred.
- Staff use of the staff microwaves, vending machines, coffee dispensers, and water dispensers will be at their own risk.

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What is the expectation for hand washing or use of hand sanitizer?

- All students, staff and visitors must wash their hands or use hand sanitizer upon entering the building.
- Each classroom is equipped with a sink and soap and paper towel dispensers.
- Pace School will utilize the “Wash In - Wash Out” strategy. All individuals will be expected to wash their hands with soap and water, or use hand sanitizer if soap and water are not available, each time they enter or leave a classroom or other space.
- Effective hand washing will be taught to every student and staff member, and instructional hand washing signs will be posted near all sinks.
- Alcohol-based hand sanitizer with at least 60% alcohol will be available in areas throughout the building where a sink is not readily accessible.

Will students, staff and visitors be required to wear face coverings (masks)? (as of 7/01/2020)

In accordance with the Pennsylvania Department of Health’s order regarding face coverings dated July 1, 2020, all students, staff and visitors will be required to wear “face coverings”, except as noted in the PA Department of Health Order.

<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Waivers/MaskWearing/Pages/default.aspx>

Students and staff are asked to provide their own face covering that complies with the requirements below and works best for their individual needs. If a student, staff member or visitor cannot provide a face covering, one will be provided by Pace.

What type of face covering is allowable at Pace School?

A "face covering" means a covering of the nose and mouth that loops over the ears or is wrapped around the lower face or a face shield that covers the eyes, nose and mouth. For safety reasons, face covering may not be securely tied or looped around the head or neck. The face covering can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen and can include a plastic face shield. The face covering may not display words or graphics that violate the Pace School student/staff dress code.

Under what circumstances is a student/staff member permitted to remove their face coverings (e.g. masks and face shields)?

Students, staff and visitors may remove their face coverings when they are:

1. Eating or drinking when spaced at least 6 feet apart;
2. Seated at desks or assigned work spaces at least 6 feet apart; or
3. Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.).

Exceptions to face covering requirement

- Staff members will be required to wear face coverings except as noted above. A staff member that cannot wear a face covering due to a medical reason must provide Human Resources with such medical documentation. Determination regarding eligibility for leave is dependent upon the medical documentation.
- A student or visitor who cannot wear a mask or face shield due to a medical condition, including those with respiratory issues that impede breathing, a mental health condition, or

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disability, and students who would be unable to remove a mask without assistance are not required to wear face coverings.

- Individuals for whom wearing a mask would create an unsafe condition in which to operate equipment or execute a task as determined by local, state or federal regulators or workplace safety guidelines.
- Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, are not required to wear a mask; however, individuals should consider using another type of face covering such as a plastic face shield.

Pace will continue to monitor the orders provided by Federal, State and County governmental agencies and modify this requirement accordingly.

Will Therapeutic Crisis Interventions and Ukeru Pads be utilized?

- Yes
- When necessary, Therapeutic Crisis Intervention (TCI) strategies and the Ukeru Pads will be used to support a student who is at imminent risk of harming self or others.

BUILDING LEVEL ADJUSTMENTS

- All classrooms are equipped with a sink and running water.
- All water fountains have been turned off.
- Classrooms will be provided with single use paper cups for students and staff to use when thirsty.

Ventilation

- All spaces within Pace School are air-conditioned.
- Per CDC guidelines, ventilation systems have been inspected and serviced by a reputable HVAC contractor, outside air intake is set at 80% and air filtration has been improved to MERV 13.

Recess

- Grades K-8 will be assigned and scheduled throughout the day, and supervised by the classroom staff.
- Only one class will be scheduled to a courtyard or outside area at any given time.
- The playground closed until further notice.

Physical Education (PE) Program:

- PE classes will be encouraged to be outside, weather permitting.
- Non-contact activities will be provided.
- Students must have appropriate shoes and/or attire.
- Social distancing will occur in all activities in PE classes.
- PE classes may occur in a classroom setting if necessary.

Circle Time or Carpet Time

- Will only be held if teachers can uphold social distancing guidelines.

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Assemblies/Field Trips/Interscholastic Sports

- All assemblies will be canceled until further notice.
- All field trips and community-based instruction will be canceled until further notice.
- Participation in the Interscholastic Sports League will be suspended until further notice.

Student Drop Off and Pick Up

- Parents/guardians will not be permitted in the building to drop off or pick up their child/children.
- Parents are to enter the bus line and follow the arrival and dismissal procedures.
- Students arriving late or leaving early will be greeted and/or delivered to the vehicle.
- Parents are to park in a visitor parking space and contact the front desk at 412-244-1900 when they arrive and someone will come meet the student(s) or bring the student(s) to the vehicle.
- Visitors will be limited to personnel providing related services to students, and those individuals necessary for business operations and maintenance.
- Visitors are expected to comply with all Pace School Health and Safety Plan protocols.
- All meetings including IEP and Treatment Team meetings will be conducted virtually through Zoom or conference call.

HEALTH AND SYMPTOM SCREENING

Staff and parents/guardians MUST inform the school if they have a positive case of COVID-19 or if someone in their household has tested positive for COVID- 19.

Will Pace take the temperatures of students and staff when entering the building?

- Staff, students and/or parents/guardians should do a daily symptom screening before leaving for school.
- **Students and staff must stay home if they have a temperature at or above 100°F or if experiencing other COVID-19 symptoms, as currently (July 15, 2020) recommended by the Department of Health and Pennsylvania Department of Education.**

Group A 1 or more symptoms	Group B 2 or more symptoms
Fever (100.4 or higher) – Pace School’s policy is 100°F Cough Shortness of breath Difficulty breathing	Sore throat Runny nose/congestion Chills New lack of smell or taste Muscle pain Nausea or Vomiting Headache Diarrhea

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Stay home if you:

- Have one or more symptoms in Group A **OR**
- Have two or more symptoms in Group B **OR**
- Are taking fever reducing medication.

Additionally, students and staff will complete a temperature screening (forehead scan) upon arrival to school each day. If the temperature reads at or above 100°F, they will have their temperature rechecked and possibly taken with an oral thermometer. If the temperature read at or above 100°F again, the student or staff member will need to leave school as soon as possible.

If a student exhibits signs or symptoms of COVID-19 while at school:

- A staff member will notify the school nurse via phone prior to escorting the student to the health office.
- The nurse will assess the student after PPE is applied.
- The student will be placed in an isolation room.
- **The nurse will call the parent/guardian who must come pick up their child. Pace staff are not permitted to transport a student who is exhibiting COVID-19 symptoms.**
- The parent/guardian picking up the child is to park in a visitor parking space and call the receptionist at 412-244-1900. The student will be escorted to the vehicle when parent/guardian arrives.
- If applicable, siblings will be dismissed as well.

If a staff member exhibits signs or symptoms of COVID-19 while at school:

- They will leave the building immediately and notify Human Resources by telephone of their departure from work.
- Human Resources will notify the Milieu Coordinator to arrange for staffing coverage.
- If the staff member is unable to leave the building immediately they will be placed in the isolation room until transportation is arranged. A staff member will not be permitted to transport another staff member who is exhibiting COVID-19 symptoms, unless they typically car pool to and from work.

It is recommended that the parent/guardian of the student and/or the staff member follow up with their Primary Care Physician. (PCP).

All students with complex medical needs will be addressed individually, to address his or her specific needs by a team consisting of the parent, student (if appropriate), and school personnel.

RETURN TO SCHOOL OR WORK

Pace School will work closely with the Department of Health regarding all return to work, cleaning and potential school closures related to positive COVID-19 cases among staff and/or students.

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RETURN TO SCHOOL/WORK

A student or staff member with fever or symptoms of COVID-19 should seek medical attention for further evaluation and instructions before returning to school.

A staff or student:	Return to Work
<p>with fever or symptoms that may be associated with COVID-19 and no known direct exposure to a person with COVID-19</p>	<p>may return to school when they are:</p> <ul style="list-style-type: none"> • asymptomatic and • have been fever free for at least 24 hours without the use of fever-reducing medicine or • have written confirmation of an alternative diagnosis from a health care provider that explains the COVID-19-like symptom(s). <p>Complete Employee Attestation Form</p>
<p>with symptoms who <i>has had</i> a direct exposure to a person with COVID-19</p>	<p>will be considered a probable case and should remain excluded from school/work until release from isolation criteria (see below) has been met.</p> <ul style="list-style-type: none"> • At least 10 days have passed since symptom onset and • At least 24 hours have passed since resolution of fever without the use of fever-reducing medications and • Other symptoms have improved. <p>Complete Employee Attestation Form</p>
<p>who is quarantined following close contact with a COVID-19 case</p>	<p>may return to school/work when cleared to do so by DOH or the appropriate CMHD. A negative test obtained prior to the end of quarantine does not clear an individual for return. The entire quarantine period must be completed. See CDC guidance on Quarantine if You Might be Sick.</p> <p>Who needs to quarantine? Anyone who has been in close contact with someone who has COVID-19. This includes people who previously had COVID-19 and people who have taken a serologic (antibody) test and have antibodies to the virus.</p> <p>What counts as close contact?</p> <ul style="list-style-type: none"> • You were within 6 feet of someone who has COVID-19 for at least 15 minutes • You provided care at home to someone who is sick with COVID-19 • You had direct physical contact with the person (touched, hugged, or kissed them) • You shared eating or drinking utensils • They sneezed, coughed, or somehow got respiratory droplets on you

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Source: Public Health Guidance Regarding COVID-19 for Phased Reopening of Pre-K to 12 Schools
<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx>

Posted July 16, 2020

CLEANING AND DISENFECTING PROTOCOLS

The custodial and maintenance staff returned to school June 1, 2020 to begin the summer cleaning process.

- The facility will be deep cleaned prior to students and staff returning for the 2020-2021 school year.
- Cleaning is performed following the CDC guidance including the use of a Sanitizing Mister.
- Cleaning products are cross referenced, as recommended by OSHA and the CDC, against the EPA website to ensure products meet the EPA guidelines. These supplies were used by Pace prior to the COVID-19 Pandemic.
- Daytime custodial staff will periodically clean throughout the school day high touch surfaces, including but not limited to, handrails, doors and door knobs, sinks and faucets.

The following classroom cleaning/disinfecting protocols will be implemented during the school day:

- Each instructional space will be provided a cleaning/disinfecting spray and paper towels. This cleaning material is to be locked in a classroom cabinet when not in use.
- All classroom desks, tables and chairs and other frequently touched surfaces will be cleaned by staff mid-day and end of day.
- Special Area classroom desks, tables, chairs and high touch surfaces will be cleaned by the Special Area Teacher in-between scheduled classes.
- Office tables, chairs and high touch surfaces will be cleaned by the staff member in between use by students/staff.
- Cleaning and disinfecting by the custodial and maintenance staff will continue in the evenings to ensure the building is ready to use the following day.

If a student or staff member reports symptoms of COVID-19 while at school, the custodial and maintenance staff will clean and disinfect the area/areas in which that individual had contact.

Training will be provided to custodial and maintenance staff on proper cleaning and disinfecting protocols by the vendor contracted for custodial maintenance services.

Pace staff will be trained in proper cleaning and disinfecting protocols during in-services prior to the start of the school year. New staff will be required to complete the training upon hire.