

Manheim Christian Day School  
COVID-19 Health and Safety Plan

This Health and Safety Plan for Manheim Christian Day School was developed with two priorities. The first priority is to have students return physically to the classroom. MCDS and the American Academy of Pediatrics both recognize that children learn best when they are physically present in the classroom. Furthermore, we believe that the best way for MCDS to accomplish its mission is when teachers and staff can interact face to face.

The second priority was to respond to the threat that COVID-19 presents to our students and staff. MCDS recognizes the potential danger of COVID-19 and we attempted to have a reasonable response to the threat using information from the CDC, AAP, PA Department of Health, PA Department of Education, the Manheim Central School District, and local healthcare workers. While it is not possible to eliminate the risk of furthering the spread of COVID-19, we have taken precautions to mitigate it from spreading in our community.

**1. SCHOOL BOARD AND PANDEMIC TEAM**

Bruce Wagner (Chairmen of the Board) Greg Shenk (Vice Chair) Rebecca Nissly (Treasurer) Sarah Becker (Secretary) Ken Noll (Board Member) Derek Sherwood (Board Member) Matt Stoltzfus (Board Member) Jay Peters (Pastoral Advisor) Daryl Heistand (Pastoral Advisor) Andrew Miller (Pastoral Advisor)	Jennifer Knecht (Principal) Julia Nolt (1 <sup>st</sup> Grade Teacher) Courtney Frazier (MS Teacher) Justin Sauder (Bible Teacher) Greg Shenk (School Board Representative) Mike Naff (Local Law Enforcement) Liz Naff (Local Healthcare Representative) Molly Heisey (Local Healthcare Representative) Jen Brandt (Background in Psychology) Parents via emails and phone calls to the Administration and School Board.
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**Terms and abbreviations**

1. **CDC** – Center of Disease Control
2. **AAP** – American Academy of Pediatrics
3. **MS** – Middle School (5<sup>th</sup> – 8<sup>th</sup> grade)
4. **MCSD** – Manheim Central School District
5. **MCDS** – Manheim Christian Day School
6. **Maximum Extent** – How far someone can be from another person based on the number of people and room size. For most of our classrooms, maximum extent is 2 – 4 feet.
7. **Cleaning** – Removes germs, dirt impurities from surfaces or objects. This process does not necessarily kill germs, but by removing them, it lowers the numbers and the risk of spreading infection ([CDC.gov/flu/school/cleaning.htm](http://CDC.gov/flu/school/cleaning.htm)).
8. **Disinfecting** – Kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infections ([CDC.gov/flu/school/cleaning.htm](http://CDC.gov/flu/school/cleaning.htm)).

**2. Cleaning, Sanitizing, Disinfecting, and Ventilation**

Requirements	Action Steps Under Yellow Phase	Action Steps Under Green Phase
Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e. restrooms, drinking fountains, hallways, and transportation.)	<p><b><u>Surfaces:</u></b></p> <ol style="list-style-type: none"> <li>1. High-touch surfaces will be cleaned using H2 Orange at least 2x/day. 5 days per week. (Staff)</li> <li>2. High-touch surfaces will be disinfected by using an EPA List N product 1x/day. 5 days per week. (Staff)</li> <li>3. High-touch surfaces will be disinfected 1x/day. 5 days per week per CDC Guidance. (Professional Cleaning Services)</li> </ol>	<p><b><u>Surfaces:</u></b></p> <ol style="list-style-type: none"> <li>1. High-touch surfaces will be cleaned using H2 Orange at least 2x/day. 5 days per week. (Staff)</li> <li>2. High-touch surfaces will be disinfected by using an EPA List N product 1x/day. 5 days per week. (Staff)</li> <li>3. High-touch surfaces will be disinfected 1x/day. 5 days per week per CDC Guidance. (Professional Cleaning Services)</li> </ol>
	<p><b><u>Classroom/Hallways:</u></b></p> <ol style="list-style-type: none"> <li>1. Non high-touched areas in classrooms and hallways will be cleaned twice a week (Professional Cleaning Service)</li> </ol>	<p><b><u>Classroom/Hallways:</u></b></p> <ol style="list-style-type: none"> <li>1. Non high-touched areas in classrooms and hallways will be cleaned twice a week (By Professional Cleaning Services)</li> </ol>

	<p>2. Bathrooms will be cleaned every day (Professional Cleaning Service)</p> <p><b><u>Water Fountains:</u></b></p> <p>1. All Drinking Fountains with mouthpieces will be closed. Students and staff should bring water bottles that can be refilled with classroom sinks.</p> <p><b><u>MCDS Bus:</u></b></p> <p>1. The Bus will be disinfected after each use.</p>	<p>2. Bathrooms will be cleaned every day (Professional Cleaning Service)</p> <p><b><u>Water Fountains:</u></b></p> <p>1. All Drinking Fountains with mouthpieces will be closed. Students and staff should bring water bottles that can be refilled with classroom sinks.</p> <p><b><u>MCDS Bus:</u></b></p> <p>1. The Bus will be disinfected after each use.</p>
Other cleaning, sanitizing, disinfecting, and ventilation practices	<p><b><u>Instruction:</u></b></p> <p>1. Staff, students, and parents will have instruction on best practices on proper sanitation and health and safety related to COVID-19.</p>	<p><b><u>Instruction:</u></b></p> <p>1. Staff, students, and parents will have instruction on best practices on proper sanitation and health and safety related to COVID-19.</p>
	<p><b><u>Air Circulation</u></b></p> <p>1. Classrooms on the 2nd level will open windows as long as weather permits and it is conducive for a learning environment. Open windows must be out of reach by someone outside. This will be at the Classroom teacher's discretion.</p> <p>2. MS Classrooms and the intermediate hallway windows along the interior courtyard will open windows as weather permits and it is conducive for a learning environment.</p>	<p><b><u>Air Circulation</u></b></p> <p>1. Classrooms on the 2nd level will open windows as long as weather permits and it is conducive for a learning environment. Open windows must be out of reach by someone outside. This will be at the Classroom teacher's discretion.</p> <p>2. MS Classrooms and the intermediate hallway windows along the interior courtyard will open windows as weather permits and it is conducive for a learning environment.</p>
	<p><b><u>Toys/Supplies/Equipment</u></b></p> <p>1. Any shared toys, supplies, or equipment will be cleaned after use.</p> <p>2. Any shared toys, supplies, or equipment will be sanitized and disinfected 1x/day.</p> <p>3. Any shared toy, supply, or equipment that is close to or in a student's mouth must be removed and sanitized before it can be used again.</p>	<p><b><u>Toys/Supplies/Equipment</u></b></p> <p>1. Any shared toys, supplies, or equipment will be cleaned after use.</p> <p>2. Any shared toys, supplies, or equipment will be sanitized and disinfected 1x/day.</p> <p>3. Any shared toy, supply, or equipment that is close to or in a student's mouth must be removed and sanitized before it can be used again.</p>
<p><b><u>Summary</u></b></p>		
<ul style="list-style-type: none"> <li>- MCDS will increase the rate of cleaning, sanitizing, and disinfecting focused on high-touch areas. Teachers will clean high-touch areas at least twice a day and disinfect these points at least once a day. This cleaning will be reinforced by Select Cleaning service's nightly cleaning of every high-touch point in the school using hospital grade disinfectant. MCDS will only use chemical cleaners when more organic (Citrus Acid base) disinfectants are not available. All disinfectants used will be from the EPA List N.</li> <li>- Water fountains will be closed, thus requiring each student to bring their own water bottle, which they can fill with the sinks in the classroom.</li> </ul>		

- Windows will be opened in classrooms and hallways as long as it is safe and is conducive to the learning environment.

### 3. Social Distancing and Other Safety Protocols

Requirements	Action Steps Under Yellow Phase	Action Steps Under Green Phase
<p>Classroom/learning space occupancy that allows for separation among students and staff throughout the day, to the maximum extent feasible</p>	<p><b>Social Distancing</b></p> <p><b>Pre-K &amp; K</b> – There will be no social distance requirement for students. According to the AAP, “the relative impact of physical distancing among children is likely small based on current evidence and difficult to implement.”</p> <p><b>1<sup>st</sup> – 4<sup>th</sup> grade</b> – Desks will be placed to the maximum extent possible. However, there will be no social distance requirement for students. According to the AAP, “reducing classmate interactions/play in elementary school-age children may not provide enough COVID-19 risk reduction to justify potential harms.”</p> <p>When working in small groups or individually with a teacher, a barrier or masks should be used.</p> <p><b>5<sup>th</sup> – 8<sup>th</sup> grade</b> - Desks will be placed to the maximum extent possible. Students should physically distant themselves to the maximum extent possible.</p> <p>When working in small groups or individually with a teacher, a barrier or masks should be used.</p> <p><b>Teacher/Staff</b> – Should physically distant themselves from other adults to the maximum extent possible. When distancing is not possible they should wear a mask</p> <p><b>Limited Activities</b></p> <p><b>Pre-K &amp; K</b> – There will be no limit to activities that do not support social distancing</p> <p><b>1<sup>st</sup> – 4<sup>th</sup> grade</b> – There will be no limit to activities that do not support social distancing.</p> <p><b>5<sup>th</sup> – 8<sup>th</sup> grade</b> - Activities will be required to support distancing to the maximum extent possible unless students are wearing masks or have a barrier.</p>	<p><b>Social Distancing</b></p> <p><b>Pre-K &amp; K</b> – There will be no social distance requirement for students. According to the AAP, “the relative impact of physical distancing among children is likely small based on current evidence and difficult to implement.”</p> <p><b>1<sup>st</sup> – 4<sup>th</sup> grade</b> – Desks will be placed to the maximum extent possible. However, there will be no social distance requirement for students. According to the AAP, “reducing classmate interactions/play in elementary school-age children may not provide enough COVID-19 risk reduction to justify potential harms.”</p> <p>When working in small groups or individually with a teacher, a barrier or masks should be used.</p> <p><b>5<sup>th</sup> – 8<sup>th</sup> grade</b> - Desks will be placed to the maximum extent possible. Students should physically distant themselves to the maximum extent possible.</p> <p>When working in small groups or individually with a teacher, a barrier or masks should be used.</p> <p><b>Teacher/Staff</b> – Should physically distant themselves from other adults to the maximum extent possible. When distancing is not possible they should wear a mask</p> <p><b>Limited Activities</b></p> <p><b>Pre-K &amp; K</b> – There will be no limit to activities that do not support social distancing</p> <p><b>1<sup>st</sup> – 4<sup>th</sup> grade</b> – There will be no limit to activities that do not support social distancing.</p> <p><b>5<sup>th</sup> – 8<sup>th</sup> grade</b> - Activities will be required to support distancing to the maximum extent possible unless students are wearing masks or have a barrier.</p>

	<p><b><u>Limited large gatherings</u></b></p> <p>1. There will limited large gatherings based on the ability to physically distant.</p>	<p><b><u>Limited large gatherings</u></b></p> <p>1. There will limited large gatherings based on the ability to physically distant.</p>
	<p><b><u>Hallways</u></b></p> <p>1. Use strategies to reduce the number of individuals in the hallways at one time.</p>	<p><b><u>Hallways</u></b></p> <p>1. Use strategies to reduce the number of individuals in the hallways at one time.</p>
<p><b>Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings.</b></p>	<p><b><u>Lunch Location and seating</u></b></p> <p>1. Lunch will be located in the gym. Modified seating will be adopted so that each class is separated from other classes within the gym. Seating will avoid face-to-face seating.</p>	<p><b><u>Lunch Location and seating</u></b></p> <p>1. Lunch will be located in the gym. Modified seating will be adopted so that each class is separated from other classes within the gym. Seating will avoid face-to-face seating.</p>
	<p><b><u>Recess</u></b></p> <p>1. Is permitted. Grouping strategies/schedules will be examined to reduce interclass interactions.</p>	<p><b><u>Recess</u></b></p> <p>1. Is permitted. Grouping strategies/schedules will be examined to reduce interclass interactions.</p>
	<p><b><u>Sharing</u></b></p> <p>1. Avoid sharing food and utensils.</p>	<p><b><u>Sharing</u></b></p> <p>1. Avoid sharing food and utensils.</p>
<p><b>Hygiene practices for students and staff including the manner and frequency of hand-washing and other practices.</b></p>	<p><b><u>Handwashing/sanitizing</u></b></p> <p>1. All individuals will wash their hands regularly. Handwashing should include the use of regular soap and water for 20 seconds. If soap is not available, hand sanitizer with 60% alcohol content or greater may be used.</p> <p>2. Students should wash/sanitize their hands when they arrive in the classroom in the morning, before snack, and before lunch. Teachers reserve the right to require more handwashing throughout the day.</p>	<p><b><u>Handwashing/sanitizing</u></b></p> <p>1. All individuals will wash their hands regularly. Handwashing should include the use of regular soap and water for 20 seconds. If soap is not available, hand sanitizer with 60% alcohol content or greater may be used.</p> <p>2. Students should wash/sanitize their hands when they arrive in the classroom in the morning, before snack, and before lunch. Teachers reserve the right to require more handwashing throughout the day.</p>
	<p><b><u>Location</u></b></p> <p>1. Sinks are located in the bathrooms and in each classroom.</p> <p>2. Hand sanitizer is in each classroom and at the front office.</p>	<p><b><u>Location</u></b></p> <p>1. Sinks are located in the bathrooms and in each classroom.</p> <p>2. Hand sanitizer is in each classroom and at the front office.</p>
	<p><b><u>Avoid unnecessary bodily contact</u></b></p> <p>1. Avoid handshaking, high fiving, etc.</p>	<p><b><u>Avoid unnecessary bodily contact</u></b></p> <p>1. Avoid handshaking, high fiving, etc.</p>
	<p><b><u>MS Student Procedure</u></b></p> <p>1. The last five minutes of class that require students to change classrooms will include surface cleaning with school supplied cleaning supply.</p>	<p><b><u>MS Student Procedure</u></b></p> <p>1. The last five minutes of class that require students to change classrooms will include surface cleaning with school supplied cleaning supply.</p>
	<p><b><u>Hygienic practices</u></b></p>	<p><b><u>Hygienic practices</u></b></p>

	<p>1. Use recommended hygienic practices including sneeze and cough into one’s elbow and avoid touching eyes, nose, and mouth.</p> <p><b><u>Shared equipment</u></b></p> <p>1. Avoid sharing equipment and school supplies.</p>	<p>1. Use recommended hygienic practices including sneeze and cough into one’s elbow and avoid touching eyes, nose, and mouth.</p> <p><b><u>Shared equipment</u></b></p> <p>1. Avoid sharing equipment and school supplies.</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><b><u>Signs</u></b></p> <p>1. Proper handwashing signs will be posted in the bathroom and above every sink.  2. COVID protective measures and symptom signs will be posted in each hallway and the front entrance.</p>	<p><b><u>Signs</u></b></p> <p>1. Proper handwashing signs will be posted in the bathroom and above every sink.  2. COVID protective measures and symptom signs will be posted in each hallway and the front entrance.</p>
<p><b>Identifying and restricting non-essential visitors and volunteers</b></p>	<p><b><u>Visitors/volunteers</u></b></p> <p>1. Visitors will be restricted at this time.  2. Parent volunteers will be subject to the same standards as staff.</p> <p><b><u>Meetings</u></b></p> <p>1. Meetings with outside partners/donors will occur digitally or off-campus.</p> <p><b><u>Visitor Screening –</u></b></p> <p>1. All visitors to the building during school hours will be screened for symptoms and temperature upon entering the building and required to wear face covering.  <i>Note: A fever is considered greater than 100.4</i></p> <p><b><u>Outside agencies –</u></b></p> <p>1. Contractors or outside agencies must communicate their COVID H&amp;S plans before entrance to building.</p>	<p><b><u>Visitors/volunteers</u></b></p> <p>1. Visitors will be restricted at this time.  2. Parent volunteers will be subject to the same standards as staff.</p> <p><b><u>Meetings</u></b></p> <p>1. Meetings with outside partners/donors will occur digitally or off-campus.</p> <p><b><u>Visitor Screening –</u></b></p> <p>1. All visitors to the building during school hours will be screened for symptoms and temperature upon entering the building and required to wear face covering.  <i>Note: A fever is considered greater than 100.4</i></p> <p><b><u>Outside agencies –</u></b></p> <p>1. Contractors or outside agencies must communicate their COVID H&amp;S plans before entrance to building.</p>
<p><b>Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports.</b></p>	<p><b><u>Physical Education –</u></b></p> <p>1. All physical education and recess activities will be assessed to minimize student contact.  2. Outdoor activities will be used whenever possible.  3. MS Students will not be required to change their clothes for gym.</p> <p><b><u>Outdoor Settings</u></b></p>	<p><b><u>Physical Education –</u></b></p> <p>1. All physical education and recess activities will be assessed to minimize student contact.  2. Outdoor activities will be used whenever possible.  3. MS Students will not be required to change their clothes for gym.</p> <p><b><u>Outdoor Settings</u></b></p>

	<p>1. Face coverings will not be required outdoors due to the constantly moving air that lowers risk of exposure according to the AAP.</p> <p><b><u>Athletic Plan</u></b></p> <p>1. Please see the Return to Athletics Health and Safety plan</p>	<p>1. Face coverings will not be required outdoors due to the constantly moving air that lowers risk of exposure according to the AAP.</p> <p><b><u>Athletic Plan</u></b></p> <p>1. Please see the Return to Athletics Health and Safety plan</p>
Limiting the sharing of materials among students	<p><b><u>Material Distribution</u></b></p> <p>1. Materials required for student engagement will be cleaned between multiple uses where possible.</p> <p><b><u>Shared Items</u></b></p> <p>1. Limit shared items to the maximum extent possible.</p> <p>2. For school electronic devices students will need to wash their hands before using.</p> <p><b><u>Student belongings</u></b></p> <p>1. Should not be shared with other students.</p>	<p><b><u>Material Distribution</u></b></p> <p>1. Materials required for student engagement will be cleaned between multiple uses where possible.</p> <p><b><u>Shared Items</u></b></p> <p>1. Limit shared items to the maximum extent possible.</p> <p>2. For school electronic devices students will need to wash their hands before using.</p> <p><b><u>Student belongings</u></b></p> <p>1. Should not be shared with other students.</p>
Staggering the use of communal spaces and hallways	<p><b><u>Hallways/Common Areas/Bathrooms</u></b></p> <p>1. Implement strategies to reduce the number of individuals in the hallways at one time. Individuals will wear masks* in these areas.</p>	<p><b><u>Hallways/Common Areas/Bathrooms</u></b></p> <p>1. Implement strategies to reduce the number of individuals in the hallways at one time. Individuals will wear masks* in these areas.</p>
Adjusting bus practices to create social distance between students.	<p><b><u>Students on the MCDS bus</u></b></p> <p>1. Students should distance themselves to the maximum extent possible.</p> <p>2. If riding with members of another class, students will wear masks unless one person per every other seat can be achieved.</p> <p>3. Windows will be open if the weather is appropriate.</p> <p><b><u>Bus Driver</u></b></p> <p>1. Bus drivers must wear face coverings when interacting with others when social distancing is not possible. Bus drivers are not required to wear a face covering when the vehicle is in motion. Per PADOH/PENNDOT</p>	<p><b><u>Students on the MCDS bus</u></b></p> <p>1. Students should distance themselves to the maximum extent possible.</p> <p>2. If riding with members of another class, students will wear masks unless one person per every other seat can be achieved.</p> <p>3. Windows will be open if the weather is appropriate.</p> <p><b><u>Bus Driver</u></b></p> <p>1. Bus drivers must wear face coverings when interacting with others when social distancing is not possible. Bus drivers are not required to wear a face covering when the vehicle is in motion. Per PADOH/PENNDOT</p>
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students.	<p><b><u>Classrooms</u></b></p> <p>1. Classroom spaces will be evaluated to have student work spaces separated to maximize social distance to the extent possible.</p>	<p><b><u>Classrooms</u></b></p> <p>1. Classroom spaces will be evaluated to have student work spaces separated to maximize social distance to the extent possible.</p>
Other social distancing and safety practices	<p><b><u>Field Trips</u></b></p> <p>1. Limit all non-essential travel.</p>	<p><b><u>Field Trips</u></b></p> <p>1. Limit all non-essential travel.</p>

**Summary**

**Pre-K & Kindergarten**

- There will not be a social distance requirement for students.
- Students will have lunch in the gym grouped with only their classmates.
- Students will have recess, and it will be outside as long as weather permits. During recess there will be limited interaction between students of different classes.
- Students and teachers will wash their hands with soap and water when they enter the classroom and before lunch. Teachers may assign more times throughout the day for handwashing.
- Visitors and parent volunteers will be limited and most social distance to the extent possible from other adults.

**1<sup>st</sup> – 4<sup>th</sup> grade**

- Desks will be distance to the furthest extent possible, but there will be no expectations for students to social distance.
- When working one on one or in small groups with a teacher, a mask\* or barrier should be used.
- Students will have lunch in the gym grouped with only their classmates.
- Students will have recess, and it will be outside as long as weather permits. During recess there will be limited interaction between students of different classes.
- Students and teachers will wash their hands with soap and water when they enter the classroom and before lunch. Teachers may assign more times throughout the day for handwashing.
- Visitors and parent volunteers will be limited and most social distance to the extent possible.

**Middle School (5<sup>th</sup> – 8<sup>th</sup> grade)**

- Desks will be distance to the furthest extent possible, and students will be encouraged to physically distant to the extent possible.
- When working one on one or in small groups with a teacher, a mask\* or barrier should be used.
- Students will have lunch in the gym, modified seating will be adopted to promote some distancing measures.
- Students will have recess, and it will be outside as long as weather permits.
- Students and teachers will wash their hands with soap and water when they enter the classroom and before lunch. Teachers may assign more times throughout the day for handwashing.
- Visitors and parent volunteers will be limited and most social distance to the extent possible.

**4. Monitoring Staff and Student Health**

Requirements	Action Steps Under Yellow Phase	Action Steps Under Green Phase
Monitoring students and staff for symptoms and history of exposure	<b><u>Instruction</u></b>  1. All stakeholders will be educated on the signs and symptoms of COVID-19.	<b><u>Instruction</u></b>  1. All stakeholders will be educated on the signs and symptoms of COVID-19.
	<b><u>COVID-19 Screening</u></b>  1. Staff, facilitators, and students will be screened at home before leaving for work or school.  2. Students will be have temperature checks as they enter the building using a contactless thermometer. Students with a temperature of 100.4 or higher will have to be sent home.	<b><u>COVID-19 Screening</u></b>  1. Staff, facilitators, and students will be screened at home before leaving for work or school.  2. Students will be have temperature checks as they enter the building using a contactless thermometer. Students with a temperature of 100.4 or higher will have to be sent home.
	<b><u>On-Site Screening Visitors</u></b>	<b><u>On-Site Screening Visitors</u></b>

	<p>1. On-site screening for symptoms and temperature is required for all visitors. Visitors with a temperature above 100.4 will not be permitted to remain in the building.</p>	<p>1. On-site screening for symptoms and temperature is required for all visitors. Visitors with a temperature above 100.4 will not be permitted to remain in the building.</p>
<p><b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure.</b></p>	<p><b><u>Quarantining/Isolating</u></b></p> <p>1. Students that develop a fever above 100.4 or have a fever along with either a cough or shortness of breath will be placed in our Health room and parents will be called to take the student home.</p> <p>2. Students that develop a cough and shortness of breath will be placed in our health room and parents will be called if the symptoms persist.</p>	<p><b><u>Quarantining/Isolating</u></b></p> <p>1. Students that develop a fever above 100.4 or have a fever along with either a cough or shortness of breath will be placed in our Health room and parents will be called to take the student home.</p> <p>2. Students that develop a cough and shortness of breath will be placed in our health room and parents will be called if the symptoms persist.</p>
	<p><b><u>Sick Individuals</u></b></p> <p>1. Any student or staff that has a fever should remain at home until they are fever free for 48 hours.</p> <p>2. Any student or staff that is out for 3 days due to illness, needs to have a doctor's note to return to class.</p>	<p><b><u>Sick Individuals</u></b></p> <p>1. Any student or staff that stay or is sent home with a fever should remain at home until they are symptom free for 48 hours.</p> <p>2. Any student or staff that is out for 3 days due to illness, needs to have a doctor's note to return to class.</p>
<p><b>Returning isolated or quarantined staff, students, or visitors to school</b></p>	<p><b><u>Return to School</u></b></p> <p>1. State and federal guidelines will be used to determine when an isolated or quarantined staff member, student, or visitor may return to school.</p>	<p><b><u>Return to School</u></b></p> <p>1. State and federal guidelines will be used to determine when an isolated or quarantined staff member, student, or visitor may return to school.</p>
<p><b>Notifying and communicating potential COVID-19 exposure.</b></p>	<p><b><u>Communication</u></b></p> <p>1. MCDS will use several communication tools (email, phone calls, social media, e-newsletter) to notify staff and families of a school closure.</p>	<p><b><u>Communication</u></b></p> <p>1. MCDS will use several communication tools (email, phone calls, social media, e-newsletter) to notify staff and families of a school closure.</p>
	<p><b><u>Notification</u></b></p> <p>1. Staff and parents have a responsibility to notify MCDS if they test positive for COVID-19. CDC Recommendations will be followed for when the staff or student may return to MCDS.</p> <p>2. Staff and parents are responsible to notify MCDS if someone in their household has tested positive for COVID-19. CDC Recommendations will be followed for when staff or students may return for quarantine.</p>	<p><b><u>Notification</u></b></p> <p>1. Staff and parents have a responsibility to notify MCDS if they test positive for COVID-19. CDC Recommendations will be followed for when the staff or student may return to MCDS.</p> <p>2. Staff and parents are responsible to notify MCDS if someone in their household has tested positive for COVID-19. CDC Recommendations will be followed for when staff or students may return for quarantine.</p>
	<p><b><u>Notification of a positive COVID-19 student or staff member to stakeholders.</u></b></p> <p>1. In the event that an individual receives a positive COVID-19 diagnosis that was in the school building when they may have</p>	<p><b><u>Notification of a positive COVID-19 student or staff member</u></b></p> <p>1. In the event that an individual receives a positive COVID-19 diagnosis that was in the school building when they may have been infected, MCDS will notify all of the stakeholders of</p>

	been infected, MCDS will notify all of the stakeholders of the positive test without disclosing the infected persons name or grade in accordance with HIPPA laws.	the positive test without disclosing the infected persons name or grade in accordance with HIPPA laws.
<b>Other monitoring and screening practices</b>	<b><u>Absentee Rates</u></b>  1. MCDS will monitor student and employee absenteeism closely, as absenteeism may be an early warning sign of larger health concerns. Procedures will be evaluated if 10% or more population is absent during confirmed COVID-19 community outbreak.	<b><u>Absentee Rates</u></b>  1. MCDS will monitor student and employee absenteeism closely, as absenteeism may be an early warning sign of larger health concerns. Procedures will be evaluated if 10% or more population is absent during confirmed COVID-19 community outbreak.
	<b><u>Other</u></b>  1. Additional monitoring and screening practices will be implemented as needed through the ongoing evaluation of this plan.	<b><u>Other</u></b>  1. Additional monitoring and screening practices will be implemented as needed through the ongoing evaluation of this plan.
	<b><u>Re-evaluation</u></b>  1. MCDS will re-evaluate Health and Safety Plan as new guidance is received from PADOH, PDE, and the MCS D.	<b><u>Re-evaluation</u></b>  1. MCDS will re-evaluate Health and Safety Plan as new guidance is received from PADOH, PDE, and the MCS D.
<b><u>Summary</u></b>		
<ul style="list-style-type: none"> <li>- Students and staff should be screened at home before they come to school. This should include a check for temperature, cough, and shortness of breath.</li> <li>- Students and staff will need to have a temperature check when they arrive to school</li> <li>- In the event that a student develops a fever of 100.4 they will be placed in our health room and parents will be called to pick them up.</li> <li>- In the event that a staff person develops a fever of 100.4 they will be sent home.</li> <li>- Staff and students that have a fever of 100.4 should stay home until they are symptom free for 48 hours.</li> <li>- Any staff or student that are out of school due to illness for 3 days will need a doctor's note to return to school.</li> <li>- Parents/Guardians/Staff have a responsibility to contact MCDS in the event of a positive test within their house, which includes their children. CDC guidelines will be followed before a child can return to school.</li> <li>- In the event that a student or staff member receive a positive test for COVID-19, all stakeholders will be notified of the positive test, but the persons grade or name will not be given, due to HIPPA laws.</li> </ul>		

## 5. Other Considerations for Students and Staff

Requirements	Action Steps Under Yellow Phase	Action Steps Under Green Phase
<b>Protecting students and staff at the higher risk for severe illness</b>	<b><u>Individualized plans</u></b>  1. Individualized plans will be established for each student or employee who represents a higher risk condition	<b><u>Individualized plans</u></b>  1. Individualized plans will be established for each student or employee who represents a higher risk condition
	<b><u>Distance Learning</u></b>  1. MCDS will develop a plan and procedures for distance learning.	<b><u>Distance Learning</u></b>  1. MCDS will develop a plan and procedures for distance learning.
<b>Use of masks by staff</b>	<b><u>Adult</u></b>	<b><u>Adult</u></b>

<p><i>Note: Due to the mandate from the PA Secretary of Health (PA DOH ORDER 7/6/20), MCDS will follow the action steps under phase yellow for masks. When the mandate is lifted MCDS will revert to the action steps under the phase being observed at that time.</i></p>	<p>1. Masks will be worn by all staff and visitors in all environments when distancing to the maximum extent cannot be achieved.</p> <p>2. Masks or a barrier will be used when working with students one-on-one or in small groups where physical distancing is not possible.</p>	<p>1. Staff and visitors will be encouraged to wear masks, but not required.</p>
<p><b>Use of masks by students</b></p> <p><i>Note: Due to the mandate from the PA Secretary of Health (PA DOH ORDER 7/6/20), MCDS will follow the action steps under phase yellow for masks. When the mandate is lifted MCDS will revert to the action steps with the phase being observed at that time.</i></p>	<p><b><u>Students</u></b></p> <p><b>Pre-K &amp; K</b> – Students will be asked to wear masks to the best of their ability in common areas and hallways.</p> <p>In the classroom masks will be encouraged but not required due to the difficulty in implementation of the requirement on young children and the low risk they pose according to current information (AAP).</p> <p><b>1<sup>st</sup> – 4<sup>th</sup> grade</b> - Students will be required to wear masks to the best of their ability in common areas and hallways.</p> <p>In the classroom masks will be encouraged, but not required.</p> <p>When working with a teacher that they cannot social distance, both the teacher and student(s) should wear a mask or have a barrier.</p> <p><b>5<sup>th</sup> – 8<sup>th</sup> grade</b> - Students will be required to wear masks in common areas and hallways.</p> <p>In classroom, masks will be encouraged, however, masks may be taken off when students can distance themselves to the maximum extent possible.</p> <p>When working with a teacher that they cannot social distance, both the teacher and student(s) should wear a mask or have a barrier.</p>	<p><b><u>Students</u></b></p> <p><b>All Students</b> – Will be encouraged to wear masks, but not required.</p>
<p align="center"><b><u>Summary under Yellow Phase and/or Under a Mandate</u></b></p> <p><b><u>Pre-K &amp; Kindergarten</u></b></p> <ul style="list-style-type: none"> <li>- Teachers will need to wear masks unless they can maintain physical distance from other adults.</li> <li>- Students will be asked to wear masks in hallways and common areas to the best of their abilities.</li> <li>- Students will need to wear masks or have a barrier when they are working one on one or in small groups with a teacher.</li> <li>- Students will be encouraged to wear masks, but not required to wear masks.</li> </ul> <p><b><u>1<sup>st</sup> – 4<sup>th</sup> Grade</u></b></p>		

- Teachers will need to wear a mask unless they can maintain physical distance to the furthest extent possible.
- Students will need to wear masks or have a barrier when they are working one on one or in small groups with a teacher.
- Students will be required to wear masks to the best of their abilities in hallways and common areas.
- Students will be encouraged, but not required to wear a mask in the classroom.

**Middle School (5<sup>th</sup> – 8<sup>th</sup> Grade)**

- Teachers will need to wear a mask unless they can maintain physical distance to the furthest extent possible.
- Students will need to wear masks or have a barrier when they are working one on one or in small groups with a teacher.
- Students will be required to the best of their abilities in hallways and common areas.
- Students will be encouraged, however, they may remove masks in the classroom when they can observe physical distance to the furthest extent possible.

**Other Staff**

- Will need to wear a mask unless they can observe physical distance from another adult/student to the furthest extent possible or are at their work station.