



St. Andrew's Nursery School Pandemic Health and Safety Plan- 2020-2021

The current COVID 19 pandemic has changed our daily practices and procedures in a group setting. Changes in procedures and practices have been developed to support the health and safety of your children, your families and our staff. The changes are meant to ward off COVID-19 and they are based on thorough research and guidance being recommended by experts such as the Centers for Disease Control & Prevention (CDC), Pennsylvania and Montgomery County Health Departments, Pennsylvania Department of Education and National Association for the Education of Young Children (NAEYC). Please be aware that procedures and practices are subject to change based on new and evolving recommendations and guidelines given by the different government entities. Thank you for your understanding and patience as we implement these new policies and procedures.

The Pandemic Health and Safety Plan- 2020-2021 was approved by St. Andrew's Nursery School Board and posted on the school website at www.standrewsnurseryschool.com prior to the reopening of school. This plan will continue to be monitored throughout the year and updated as needed. All revisions will be reviewed and approved by St. Andrew's Nursery School Board before being posted to the school's website.

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This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: St. Andrew's Nursery School

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by [Governor Wolf's Process to Reopen Pennsylvania](#). The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that our school entity should account for changing conditions in our local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

Key Questions

- How do we plan to bring students and staff back to physical school building, particularly if we still need social distancing in place?
- How did we engage stakeholders in the type of re-opening our school entity selected?
- How will we communicate our plan to our local community?
- Once we reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on our county's current designation and local community needs, which type of reopening has our school entity selected?

- Total reopen for all students and staff on 10/01/2020. Staff will report for in-service on 9/21/2020.
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): 10/01/2020

Pandemic Coordinator/Team

The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of our local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety plan. The pandemic team will support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation.

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Astrid Montes	Director and President of School Board	Pandemic Coordinator, Health & Safety Plan Development & Crisis Response Team
Sherie Bollinger	Office Manager & School Board Treasurer	Health & Safety Plan Development & Crisis Response Team
Connie Butera	Vice-President School Board	Health & Safety Plan Development & Crisis Response Team
Cheryl Peiffer	School Board Secretary, Church Council Liaison, & Methacton School District Nurse	Health & Safety Plan Development, Crisis Response Team & Health Advisor
Deanna Roeger	School Board Member & Parent	Health & Safety Plan Development & Crisis Response Team
Bridget Buonocore	School Board Member & Parent	Health & Safety Plan Development & Crisis Response Team
Dana Saxon	School Board Member & Parent	Health & Safety Plan Development & Crisis Response Team
Mary Rose Brady	Teacher	Crisis Response Team
Jen Cadden	Teacher Aide	Crisis Response Team

Key Strategies, Policies, and Procedures

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will we ensure the building is cleaned and ready to safely welcome staff and students?
- How will we procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will we implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will we put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

- **St. Andrew's Nursery School is cleaned by a professional cleaning service that cleans and sanitizes all areas in the school and church.**
- **Doorknobs, handrails and other high touch areas will be cleaned and/or disinfected throughout the day by teachers, teacher aides, and members of administration.**
- **Children and adults will follow hand washing procedures as recommended by the guidelines from the CDC and NAEYC throughout the morning. Hand washing will take place when entering the classroom, in between learning centers, during transitions from one activity to the next, before and after playing outside and at any other time in which it is needed.**
- **Hand sanitizer will be available to use in lieu of hand washing and it will always be dispensed and supervised by an adult.**
- **Staff will be instructed about new cleaning and disinfecting procedures during the Fall In-Service on 9/21/2020.**

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	Same as green phase unless directed for school to close by Pennsylvania Governor	<ul style="list-style-type: none"> Water fountains will be closed to children. Water bottles will be refilled as needed by teaching staff. Teaching Staff will disinfect classroom surfaces including doorknobs, handrails, and other high touch areas. Ventilation- windows will be open in classrooms. 	Administration team & Teaching Staff	Disinfecting wipes Gloves Cleaning and Disinfecting solutions Spray bottles	Y
Other cleaning, sanitizing, disinfecting, and ventilation practices	Same as green phase unless directed for school to close by Pennsylvania Governor	High touch areas such as handles and handrails in playground will be disinfected before each class uses the playground.	Administration team & Teaching Staff	Disinfecting wipes Gloves Cleaning and Disinfecting solutions Spray bottles	Y

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will we group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

1. All classes will be limited to a designated classroom with their own teacher and teacher aide.
2. Materials and supplies will be separated by class.
3. No extra helpers/volunteers will be scheduled until further notice.
4. Parents are asked not to enter the school building. Communication will take place via phone or email.
5. If a parent/guardian/caregiver needs to sign a student in/out, he/she will be required to wear a face mask and follow distancing and hand sanitizing procedures.
6. Signage for physical distancing, hand washing/sanitizing procedures, and face mask usage will be posted throughout the school.
7. Taped off flooring signage will be used in classrooms and throughout the building to facilitate physical distancing.
8. Soft toys and dress up clothes will be removed from classrooms until further notice
9. Children will not have any food/snack during school sessions until further notice. Water bottles are allowed in the classrooms.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	Same as green phase unless directed for school to close by Pennsylvania Governor.	<ul style="list-style-type: none"> • One teacher and one teacher aide will stay with one group each day. • Colored tape and signs will designate walking, waiting distances during drop off and pick up. • Only one class at a time will use the playground or the indoors play area. • Only 2-3 children per table • Hand washing/sanitizing is mandatory after each activity or leaning center. 	Administration team	Colored tape Signs	Y
* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms	Same as green phase unless directed for school to close by Pennsylvania Governor	<ul style="list-style-type: none"> • No food will be consumed in classrooms until further notice. 	Administration team	N/A	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Same as green phase unless directed for school to close by Pennsylvania Governor</p>	<ul style="list-style-type: none"> • Students will wash their hands for 20 seconds as recommended by CDC and NAEYC when they arrive in the classrooms; after each learning center; during transitions from one activity to the next; before and after playing outside; and at any other time in which it is needed. • Hand sanitizer will be used with the supervision of adults when hand washing is not possible. 	<p>Administration team</p>	<p>Soap Water Hand Sanitizer</p>	<p>Y</p>
<p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<p>Same as green phase unless directed to close by Pennsylvania Governor.</p>	<ul style="list-style-type: none"> • Signs with pictures for hand washing will be posted by all sinks. • Signs for the proper way to sneeze /cough in elbows will be posted in classrooms. • Signs throughout the school reminding everyone to maintain distance of 6 ft apart and the requirement of wearing a face mask while being in the building. • Marks on the floor to cue everyone to always keep 6 ft physical distance. 	<p>Administration Team</p>	<p>Laminated Posters</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
<p>* Identifying and restricting non-essential visitors and volunteers</p>	<p>Same as green phase unless directed to close by Pennsylvania Governor.</p>	<ul style="list-style-type: none"> • No visitors or volunteers will be allowed in classrooms. • Montgomery County Intermediate Unit (MCIU) services will be limited or completed outside the nursery school setting. Services will not be allowed in the classrooms with other children until further notice. Accommodations /modifications will be made as needed and as mandated by the state. • Signs will be posted asking for anyone coming to drop off or pick up a child after arrival or before dismissal to do as follows: <ol style="list-style-type: none"> 1. Call the office 2. Wait at door to be assisted 3. Get his/her temperature check (Drop off only) 4. Wear a face mask 5. Keep a 6-ft distance 6. Sign child in or out on school log 7. Child will be taken to classroom by a staff member. Child will be brought to parent by staff member. 		<p>Signs for front door and throughout the school</p>	<p>N</p>

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	Not Applicable (N/A)	N/A	N/A	N/A	N/A
Limiting the sharing of materials among students	Same as green phase unless directed for school to close by Pennsylvania Governor	<ul style="list-style-type: none"> Materials and supplies will not be shared between classes using the same classrooms on alternate days. Individual playdough containers for each child. Water tables will not be used until further notice. If using sensory activities, children will have individual containers. 	Administration Team	<ul style="list-style-type: none"> Individual playdough Separate containers for each class 	
Staggering the use of communal spaces and hallways	Same as green phase unless directed for school to close by Pennsylvania Governor	<ul style="list-style-type: none"> Schedules will be staggered for use of playground and inside play area. Lending Library will not start until January for 4's and Preschool Plus (PP) only. Books will be brought to the classroom instead of children going to library. (Cancelled for 2020-21- Updated 12/9/20) 			
Adjusting transportation schedules and practices to create social distance between students	Same as green phase unless directed for school to close by Pennsylvania Governor	<p>All children will be arriving to designated entrances according to class location.</p> <p>See page 22 for more specifics.</p>	Administration Team	Blue and red canopies Signs Marks on sidewalk and parking lot to designate 6 ft physical distance	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Same as green phase unless directed for school to close by Pennsylvania Governor.	<ul style="list-style-type: none"> Teacher and aides will stay with one group of students every day, Taped areas will designate 6 ft distance for walking and standing in hallways. Only one class at a time will use playground or inside play area. High touch areas will be disinfected in between use from one class to the other. Learning centers will limit the number of children participating at one time while trying to maintain a safe distance. Children will wash hands/sanitize after each activity. 	Administration	Signs Colored tape Sanitizer	Y
Other social distancing and safety practices	Same as green phase unless directed for school to close by Pennsylvania Governor.	<ul style="list-style-type: none"> Staff and administration will always be required to wear face masks and/or face shields. It is required that all children 2 years and over wear a face mask to school. <p>Refer to page 24 for more details.</p>	Administration team	Laminated posters	Y

Monitoring Student and Staff Health

Key Questions

- How will we monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?

- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

- **All employees will sign acknowledgement of receiving the Pandemic Health & Safety Plan included in Employee Handbook. By signing they agree to follow guidelines including use of face masks, social distancing, self-monitoring of health conditions for themselves and for individuals with whom they have close contact.**
- **Parents will also receive a copy of the Pandemic Health & Safety Plan which will be included in the August mailing. They will sign the Acknowledgement and Disclosure form which states that they received the pandemic guidelines and agree to follow health monitoring of their child prior to coming to school each day.**
- **All decisions regarding the need for children to be isolated if a child is showing symptoms related to COVID-19 will be made by the administration following the guidelines given on the School Illness Policy, the CDC and Montgomery County Health Department.**
- **Students and Staff will be screened daily upon arrival. Temperature will be checked with a no-contact thermometer.**

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	Same as green phase unless directed for school to close by Pennsylvania Governor	Daily screening of temperature and questionnaire of staff and children on arrival.	Administration	No contact thermometer	Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	Same as green phase unless directed for school to close by Pennsylvania Governor	Children will be isolated and supervised by a member of the administration. Parent/guardian must pick up child within 30 minutes from call. All cases of infectious diseases would be reported to Montgomery County Health Department.	Administration	PPE	Y
* Returning isolated or quarantined staff, students, or visitors to school	Same as green phase unless directed for school to close by Pennsylvania Governor	<ul style="list-style-type: none"> • A class with a confirmed COVID-19 case, will be quarantined for 14 days after consulting Montgomery County Health Department. Parents will be given option to collect packets with instructional material for the duration of quarantine. • School parents will be informed of a confirmed case. Entire school will not close/quarantine unless directed by Montgomery County Health Department. • See page 23 for more details. 	Administration		Y
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	Same as green phase unless directed for school to close by Pennsylvania Governor	Email, website, and social media	Pandemic Coordinator		Y

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Other monitoring and screening practices	Same as green phase unless directed for school to close by Pennsylvania Governor	<ul style="list-style-type: none"> All employees will receive written guidelines and sign acknowledgement that they have read and agree to COVID-19 guidelines. Every parent/guardian will be required to sign the COVID-19 Acknowledgement and Disclosure form stating that they agree and will follow given guidelines. 	Administration	<ol style="list-style-type: none"> Employee Handbook & Acknowledgement form School Handbook and Acknowledgement & Disclosure form 	N

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will we ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

- **Face masks and/or face shields will be required for all staff and visitors following CDC guidelines and mandate from PA government offices.**
- **Face masks will be required for all children during the school sessions except when playing outside if they keep 6 ft physical distance. Staff will encourage the children to wear face masks.**
- **Information will be provided to staff, families, and children on proper use, removal, and washing of cloth face coverings.**
- **Substitute Teachers and Aides will be in classrooms as needed. They will follow all safety and health requirements as any other member of the teaching staff.**

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
* Protecting students and staff at higher risk for severe illness	Same as green phase unless directed for school to close by Pennsylvania Governor.	Accommodations will be made based on an as-needed basis.	Administration	Face masks, gloves, face shields	N
* Use of face coverings (masks or face shields) by all staff	Same as green phase unless directed for school to close by Pennsylvania Governor.	Face masks and/or face shields are required. See page 24 for more details.	Administration	Face masks, gloves, face shields	N
* Use of face coverings (masks or face shields) by older students (as appropriate)	Same as green phase unless directed for school to close by Pennsylvania Governor.	Face masks and/or face shields are required. Modifications or accommodations will be made when needed. See page 24 for more details.	Administration	Face masks	Y
Unique safety protocols for students with complex needs or other vulnerable individuals	Same as green phase unless directed for school to close by Pennsylvania Governor.	Modifications or accommodations will be made when needed keeping all safety standards in place for all children.	Administration		Y
Strategic deployment of staff	Same as green phase unless directed for school to close by Pennsylvania Governor.	Substitute teachers and teacher aides will be used when needed. They will follow all procedures as any other school employee.	Administration & Substitute Coordinator	Substitute list	N

Health and Safety Plan Professional Development

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Introduce Reopening Plan	All Staff	Director	Email	Reopening plan	7/27/2020	7/27/2020
Pandemic Safety and Health Plan	All Staff & School Board	Director	In-Service	Employee Handbook & School Handbook	9/21/2020	9/21/2020
COVID-19 Updates	All Staff & School Board	Director	Emails and Monthly Meetings		9/2020	5/2021

Health and Safety Plan Communications

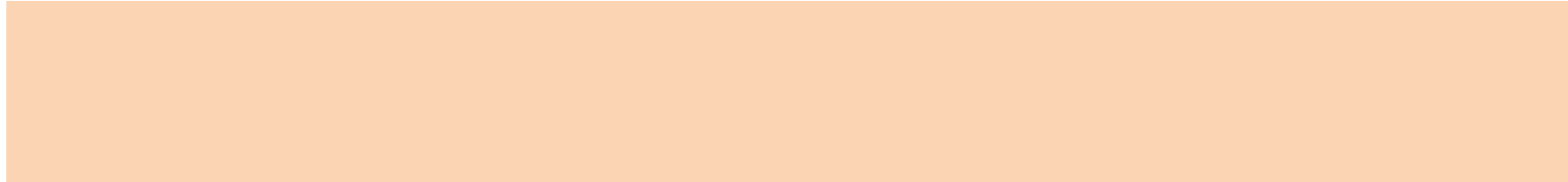
Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
COVID--19 Plan Update	All Families	Director	Email	7/27/2020	7/27/2020
Pandemic Health & Safety Acknowledgement and Disclosure form	All Families	Director	Website, School Handbook Addendum	7/27/2020	9/30/2020
Parent Orientation Night- more detailed explanation of program and steps to follow during the new school year	All, Families, Staff and School Board	Director	Meetings on 9/27, 9/28, 9/29, & 9/30	9/27/2020	9/30/2020
Pandemic Updates	All Families	Director	Website, Weekly Emails & Monthly Newsletter	10/02/2020	5/28/2021

Health and Safety Plan Summary: St. Andrew's Nursery School

Anticipated Launch Date: 7/27/2020

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p>	<ul style="list-style-type: none">• St. Andrew's Nursery School is cleaned by a professional cleaning service that cleans and sanitizes all areas in the school and church.• Doorknobs, handrails, and other high touch areas will be cleaned and/or disinfected throughout the day by teachers, teacher aides, and members of administration.• Children and adults will follow hand washing procedures as recommended by the guidelines from the CDC and NAEYC throughout the morning. Hand washing will take place when entering the classroom, in between leaning centers, during transitions from one activity to the next, before and after playing outside and at any other time in which it is needed.• Hand sanitizer will be available to use in lieu of hand washing and it will always be dispensed and supervised by an adult.• Staff will be instructed about new cleaning and disinfecting procedures during the Fall In-Service on 9/21/2020.



Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible * Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms * Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices * Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs * Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes * Limiting the sharing of materials among students * Staggering the use of communal spaces and hallways * Adjusting transportation schedules and practices to create social distance between students * Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students * Other social distancing and safety practices 	<ul style="list-style-type: none"> • All classes will be limited to a designated classroom with their own teacher and teacher aide. • Materials and supplies will be separated by class. • No extra helpers/volunteers will be scheduled until further notice. • Parents are asked not to enter the school building. Communication will take place via phone or email. • If a parent/guardian/caregiver needs to sign a student in/out, he/she will be required to wear a face mask and follow distancing and hand sanitizing procedures. • Signage for physical distancing, hand washing/sanitizing procedures, and face mask usage will be posted throughout the school. • Taped off flooring signage will be used in classrooms and throughout the building to facilitate physical distancing. • Soft toys and dress up clothes will be removed from classrooms until further notice. • Children will not have any food/snack during school sessions until further notice. Water bottles are allowed in the classroom.

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<ul style="list-style-type: none">• All employees will sign acknowledgement of receiving the Pandemic Health & Safety Plan included in Employee Handbook. By signing they agree to follow guidelines including use of face masks, social distancing, self-monitoring of health conditions for themselves and for individuals with whom they have close contact.• Parents will also receive a copy of the Pandemic Health & Safety Plan which will be included in the August mailing. They will sign the Acknowledgement and Disclosure form which states that they received the pandemic guidelines and agree to follow health monitoring of their child prior to coming to school each day.• All decisions regarding the need for children to be isolated if a child is showing symptoms related to COVID-19 will be made by the administration following the guidelines given on the School Illness Policy, CDC and Montgomery County Health Department.• Students and Staff will be screened daily upon arrival. Temperature will be checked with a no-contact thermometer.

Other Considerations for Students and Staff

Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>*Unique safety protocols for students with complex needs or other vulnerable individuals</p> <p>Strategic deployment of staff</p>	<ul style="list-style-type: none"> • Face masks and/or face shields will be required for all staff and visitors following CDC guidelines and mandate from PA government offices. • Face masks will be required for all children during the school session except when playing outside if they keep 6 ft physical distance. Staff will encourage the children to wear face masks. • Information will be provided to staff, families, and children on proper use, removal, and washing of cloth face coverings. • Substitute Teachers and Aides will be in classrooms as needed. They will follow all safety and health requirements as other member of the teaching staff.

Additional Provisions: St. Andrew's Nursery School:

DROP OFF AND PICK UP POLICY/PROCEDURE:

To reduce direct contact and limit the risk for COVID-19 transmission, St. Andrew's Nursery School is restricting access to its building to its essential staff and children enrolled in the program. Accordingly, parents/guardians/caregivers and siblings WILL NOT be permitted to enter the building during drop off and pick up. Instead, a staff member will greet each family at the designated health screening stations by the playground entrance. The red canopy will be designated for 3A (on Tuesday and Thursday), 3B (on Tuesday and Thursday), 4A (on Monday, Wednesday, and Friday) & 4B (on Monday, Wednesday, and Friday) and the blue canopy for PP (on Monday- Friday) and 3A (on Wednesdays only). A third health screening station will be located at front entrance of the church for 3C (on Monday, Wednesday, and Friday).

- Park your car in designated areas.
- Distance yourself and your child by waiting in designated spots 6 ft. away from others. Please keep your child with you and do not allow interaction and play with other children while waiting.
- Families will be required to wear masks when interacting with Staff during drop off and pick up. It is required that children over 2 years old also wear a mask.
- Proceed to the Health Screening Station:
 - Staff will call each family to complete the Health Screening questionnaire and temperature check. Staff will ask family each question on the Health Check Questionnaire. Staff Member will take child's/children's temperature.
 - If a parent/guardian/caregiver answers 'yes' to any of the questions in the questionnaire or if child fails the temperature check (100 °F), the child may not enter the building.
 - If there are no issues with the Health Check, the child will:
 - Wait with their teacher in designated area to enter the classroom
 - Children will be directed to wash hands at they enter the classroom
- Upon your arrival to pick up your child, please wait in line in designated area until you child is directed to join you.

LATE DROP OFF or EARLY PICK UP (MAIN ENTRANCE):

Signs will be posted asking for anyone coming to drop off or pick up a child after arrival or before dismissal to do as follows:

- Call the office at 610-666-6153.
- Wait at door by playground to be assisted.
- Wear a face mask.
- Keep a 6-ft distance.
- If dropping off, child's temperature will be checked, and drop off person will have to answer health questionnaire.
- Sign child in or out on school log.
- Child will be taken to classroom by a staff member.
- Child will be brought to parent by staff member if child is being picked up early.

ILLNESS PROCEDURE: (COVID-19 Exclusion Policy supersedes Illness Policy as stated. Please refer to Addendum A-11/11/20)

The purpose of our illness policy is to reduce the spread of illness among children and to encourage full recuperation of sick children before they return to school. We depend on parents to assist us in maintaining a safe and healthy environment for all of our children. We reserve the right to send home any student who shows signs of illness at school (see below).

In addition, a child must be free of all symptoms for at least 72 hours before he/she can return to school. These symptoms are as follows:

- A fever of 100 degrees or more
- Vomiting within the previous 24-hour period
- Diarrhea within the previous 24-hour period (including recurring episodes of diarrhea at school)
- A heavy nasal discharge indicative of infection
- A constant cough or sore throat
- Fussy, cranky behavior and generally not himself/herself
- A skin rash

If a child becomes ill during the morning (excessive coughing/sneezing or trouble breathing), the child will be moved to another room, the child's temperature will be taken and the parent will be called. If any illness is suspected the parent will be asked to pick-up the child within 30 minutes of being called.

COVID- 19 cases: If a child is showing COVID-19 symptoms (fever, cough, shortness of breath) OR if you've been in close contact with a person or child testing positive for COVID- 19, we ask you to keep your child home. If a child or staff member is found to have contracted the COVID-19 virus, the following will take place: **(Refer to Addendum A for updated COVID-19 School Exclusion and Return to School information-Updated 11/11/20 & 12/9/20)**

(The Montgomery County Office of Public Health will be consulted for each possible COVID-19 exposure or active case. School will follow their recommendations in regards to quarantine and school closing on a case by case basis. 12/9/20)

- The class with confirmed COVID-19 case will be quarantined for 14 days after consulting the Montgomery County Health Department. In addition, if the classroom space is shared it will be closed for 48 hours for cleaning.
- Proper cleaning and disinfecting procedures will be followed.
- After 14 days of quarantine, child or staff with confirmed COVID-19 case will not return to classroom unless at least 3 days (72 hours) have passed since resolution of fever without the use of fever-reducing medications and improvement of respiratory symptoms (e.g. cough, shortness of breath).
- Parents will be given the option to collect packets with instructional materials for the duration of quarantine.

- School parents will be informed of a confirmed case. The entire school will not close/quarantine unless directed by Montgomery County Health Department.
- **Tuition will not be reimbursed for a quarantine period.**

FACE MASK/FACE SHIELD POLICY:

- All staff members and any adults working in or visiting St. Andrew's Nursery School are required to wear a face mask, face covering, or face shield as stated by the Pennsylvania Department of Health until further notice.
- All children over 2 years old are required to wear a face mask, face covering or face shield while visiting or attending St. Andrew's Nursery School.

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

Order Requiring Universal Face Coverings

On July 1, 2020, the Secretary of the Pennsylvania Department of Health announced an [Order Requiring Universal Face Coverings](#). The order, signed under Secretary Levine's authority under the Disease Prevention and Control Act, outlines the situations when a mask must be worn and includes limited exceptions to the face-covering requirement.

Answers to questions school leaders may have regarding the application of this order in school settings is included below. Please reference this guidance as you plan to keep your students, staff, and school communities safe.

The content below was added on July 6, 2020.

Does the [Order of the Secretary of the PA Department of Health Requiring Universal Face Coverings](#) apply to children and adults while in schools?

Yes, this Order applies to all individuals while in school entities, including public K-12 schools, brick and mortar and cyber charter schools, private and parochial schools, career and technical centers (CTCs), intermediate units (IUs); educational programming for students in non-educational placements such as residential settings (boarding schools), residential facilities, detention centers, and hospital settings; PA Pre-K Counts, Head Start Programs and Preschool Early Intervention programs; and Private Academic Nursery Schools and locally funded prekindergarten activities.

For the safety of students, staff and families, and to avoid community spread of COVID-19, students and staff are considered to be members of the public who are congregating in indoor locations. As such, they are required to adhere to this Order.

The Order is effective immediately and applies to all children aged two and older.

Why did the Secretary of the PA Department of Health issue this Order?

The Secretary issued this Order to continue to protect all in the Commonwealth from the spread of COVID-19, mindful of the need to slow the increase in the number of cases as the Commonwealth reopens and in order to avoid the resurgence that is overwhelming the health care systems and public health systems in other states who have been less successful in reopening than the Commonwealth.

Is this Order temporary?

This Order remains in effect until further notice.

What type of mask complies with this Order?

The Order requires individuals to wear a "face covering." "Face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A "face covering" can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and, for the purposes of the order, can include a plastic face shield that covers the nose and mouth. "Face coverings" may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, t-shirts, sweatshirts, or towels. While procedural and surgical masks intended for health care providers and first responders, such as N95 respirators, would meet these requirements, these specialized masks should be reserved for appropriate occupational and health care settings.

Under what circumstances are students permitted to remove their face coverings (e.g. masks and face shields)?

Schools may allow students to remove their face coverings when students 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.).

Do students with disabilities need to wear face coverings?

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

Do schools need to update/amend their Health and Safety Plans if they have already been submitted to PDE?

Health and Safety Plans must reflect this Order. Understanding the volatility and uncertainty of the COVID-19 virus, plans should be flexible enough to contemplate any future change in conditions.

Do updated/revised Health and Safety Plans need to be re-approved by local school boards?

Yes. While the Order must be implemented immediately, plan approval, if necessary, should occur at the next board meeting.

Do updated/revised Health and Safety Plans need to be resubmitted to PDE?

Yes. PDE should always have the most recently approved Health and Safety Plans on file for each Local Education Agency (LEA).

Does the Order apply to athletes and sports activities?

Yes. Everyone must wear a face covering, such as a mask, unless they fall under an exception listed in Section 3 of the Order. Coaches, athletes and spectators must wear face coverings unless they are outdoors and can consistently maintain social distancing of at least 6 feet. Athletes are not required to wear face coverings while actively engaged in workouts and competition that prevent the wearing of face coverings, but must wear face coverings when on the sidelines, in the dugout, etc. and anytime 6 feet of social distancing is not possible.

Must an individual provide evidence that they qualify for an exception to the Order?

No. Per the Order, students are not required to show documentation that an exception applies.

[Visit the Pennsylvania Department of Health's website](#) for more information.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for St. Andrew's Nursery School reviewed and approved the Pandemic Health and Safety Plan on **July 22, 2020**

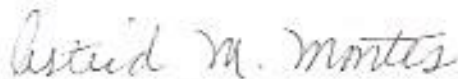
The plan was approved by a vote of:

Yes

No

Affirmed on: **July 22, 2020**

By:



(Signature* of Board President)


Astrid M. Montes

(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.

Updated 11/11/20 - Addendum A added 
Updated 11/30/20 - Addendum B added 
Updated 12/9/20 - Addendum B updated 

ADDENDUM A

St. Andrew's Nursery School
2725 Egypt Rd
Audubon, PA 19403

November 11, 2020

Dear Parents,

As many of you are already aware the COVID-19 cases in Montgomery County have been on the rise for the past several weeks. As the situation changes on an almost daily basis, St. Andrew's Nursery School's Covid-19 guidelines will also need to change and adapt on an almost daily basis. Please be assured we follow all CDC and especially all Montgomery County Office of Public Health directives. I realize that these directives may at times seem intrusive and inconvenient, but they are intended to protect not only your child but the teaching staff as well. Please be patient as the changing directives develop to meet the needs of our community, as they will certainly continue to change as the case numbers rise. For all illness situations in which symptoms are similar to COVID-19, we need to be diligent and follow the guidelines.

As of Monday, November 9, 2020 the guidelines from Montgomery County Office of Public Health states that if your child has:

Two (2) of the following symptoms:

Fever of 100 degrees Fahrenheit or higher
Chills
Fatigue
Muscle aches
Headache
Sore Throat
Congestion
Nausea
Vomiting
Diarrhea

OR

One (1) of the following symptoms:

Cough
Shortness of Breath
Difficulty Breathing
New loss of taste or smell

Your child should be tested for Covid-19.

Exclusion from and Return to School:

- If test result is negative **or** with a Dr.'s note with differential diagnosis, return to school after 24 hours without fever and improved respiratory symptoms.
- If test is positive **or** child is unable/refuses to be tested, may return to school after:
 - 10 days isolation since symptoms first appeared **and**
 - 24 hours with no fever **and**
 - Improvement in symptoms

Keep in mind that as we face different cases of illnesses, we will contact the Montgomery County of Public Health for their recommendations on a case by case basis. The majority of the time, they emphasize the need to quarantine and/or get tested for the virus.

We will strive to update our website to reflect the latest directives but there will be some days that this will not be our top priority. As parents, you can always view the Montgomery County School Exclusion guidelines on their website at <https://www.montcopa.org/513/Public-Health>. Attached is a copy of these guidelines. Also, the Friday emails always include links to the CDC, the PA Department of Health and the Montgomery County Office of Public Health for additional information about COVID-19.

Please let us know if you have any questions or concerns.

Sincerely,
Mrs. Astrid M. Montes
Director



COVID-19 School Exclusion Recommendations

Exclusion From and Return to School Recommendations		
<p>COVID-19 Symptoms</p> <ul style="list-style-type: none"> • Two of the following symptoms: fever (measured or subjective), chills, fatigue, myalgia, headache, sore throat, congestion, nausea, vomiting, or diarrhea OR • One of the following symptoms: cough, shortness of breath, difficulty breathing, or new loss of taste or smell 	<p>Individual should be tested for COVID-19.</p> <ul style="list-style-type: none"> • If test result is negative OR doctor’s note with differential diagnosis, return to school after 24 hours afebrile and improved respiratory symptoms • 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 	
<p>Positive COVID-19 PCR or Antigen (Point of Care) Test</p>	<p>WITH SYMPTOMS</p> <p>May return to school after:</p> <ul style="list-style-type: none"> • 24 hours with no fever and • improvement in symptoms and • 10 days since symptoms first appeared 	<p>WITHOUT SYMPTOMS</p> <p>May return to school after:</p> <ul style="list-style-type: none"> • 10 days after specimen was collected <p>*If symptoms develop during the 10 days, follow return to school guidance for positive PCR or Antigen test with symptoms</p>
<p>Close Contact to Positive*</p> <ul style="list-style-type: none"> • Within 6ft for 15 minutes or more • Household contact <p><i>*If testing resources are sufficient, close contacts should be tested regardless of symptoms</i></p>	<p>WITH SYMPTOMS</p> <p>Individual should be tested for COVID-19</p> <p>May return to school after:</p> <ul style="list-style-type: none"> • 24 hours with no fever and • improvement in symptoms and • 10 days since symptoms first appeared 	<p>WITHOUT SYMPTOMS</p> <p>Quarantine can end 10 days after exposure without testing or after 7 days with a negative PCR or antigen test (must be collected on day 5 or thereafter)</p> <ul style="list-style-type: none"> • Household contacts may require further investigation, by either OPH or school officials, to determine dates of quarantine <p><i>The most protective recommended quarantine remains 14 days post exposure.</i></p> <p>*It is recommended that symptom monitoring continue until day 14. If symptoms develop during the 14 days, follow return to school guidance for Close Contact with symptoms</p>
<p>**PA Travel Mandate</p> <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 	<p>WITH SYMPTOMS</p> <p>If symptoms develop during the 14 day return to PA, follow return to school guidance for COVID-19 symptoms</p>	<p>WITHOUT SYMPTOMS</p> <p>A negative COVID-19 test must be completed within 72 hours prior to entering PA</p> <ul style="list-style-type: none"> • If an individual is unable to get a test or chooses not to get a test, they must quarantine for 10 days upon arrival in PA • Or a 7 day quarantine with a negative test on or after day 5 of quarantine <p><i>This does NOT apply to travelers under age 11 or people who commute to and from another state for work or medical exemption. For more information, click here</i></p> <p>*It is recommended that symptom monitoring continue until day 14</p>

2020 – PAHAN – 517 – 07-18-UPD: Discontinuation of Transmission-Based Precautions for Patients with COVID-19
 2020 – PAHAN – 538 – 12-4-ALT: Updated Quarantine Recommendations for Persons Exposed to COVID-19
 **PADOH COVID 19 Information for Travelers

ADDENDUM B



Attestation Ensuring Implementation of Mitigation Efforts

Whereas, the commonwealth is experiencing its highest daily case counts since the beginning of the 2019 novel coronavirus (COVID-19) pandemic, resulting in increased hospitalizations, nearly 10,000 deaths, and heightened risk to the most vulnerable Pennsylvanians;

Whereas, the Wolf Administration has identified new mitigation efforts, including an attestation process for public school entities that elect to continue in-person instruction for students in counties designated as exhibiting "Substantial" transmission of COVID-19 for two or more consecutive weeks based on a disease incidence rate of 100 or more cases per 100,000 residents and/or a polymerase chain reaction (PCR) percent positivity rate of 10 percent or greater;

Whereas, as of November 23, 2020, 59 of Pennsylvania's 67 counties met one or both of these standards;

Whereas, Pennsylvania recommends that school entities in counties with Substantial disease transmission transition to remote-only instructional models;

Whereas, as of November 20, 2020, many public school entities have exercised their local discretion to continue in-person instruction for all or some students;

Whereas, the resurgence of COVID-19 across the nation, region, and commonwealth requires more consistent and intensive implementation of disease mitigation efforts;

Whereas, these mitigation efforts include an attestation process for any public school entity (a "public school entity" is defined as a school district, intermediate unit, charter school, cyber charter school, or a career and technical education center) that elects to continue in-person instruction as of November 30, 2020 while the county in which it is located is under a Substantial disease transmission designation for at least two consecutive weeks; and

Whereas, this attestation process supplements and does not supplant existing public health guidance issued by the Pennsylvania Department of Health and the Pennsylvania Department of Education;

AND NOW, THEREFORE, the president/chair of the school entity's governing board and chief school administrator, in accordance with the Order of the Secretary of Health dated November 24, 2020, entitled Order of the Secretary of the Pennsylvania Department of Health Directing Public School Entities in Counties with Substantial Community Transmission to Attest to Health and Safety Protocols, attest to one of the following (SELECT ONE OPTION):

All or some of the students within the public school entity are currently receiving in-person instruction and:

1. We have read the Updated Order of the Secretary of the Pennsylvania Department of Health Requiring Universal Face Coverings, effective November 18, 2020, including necessary exceptions and associated guidance, and affirm the public school entity is complying and will continue to comply with and enforce the Updated Order of the Secretary of the Pennsylvania

Department of Health Requiring Universal Face Coverings, including necessary exceptions and associated guidance; and

2. We have read and agree to follow the Recommendations for Pre-K to 12 Schools Following Identification of a Case(s) of COVID-19, when cases of COVID-19 occur within the public school entity.

OR

- The public school entity has transitioned to a fully remote learning model and will continue to use a fully remote learning model until the county (or counties) in which the public school entity is located is no longer experiencing Substantial disease transmission for two consecutive weeks.

*** A public school entity in a county with Substantial level of disease transmission that is currently providing a fully remote learning model and that elects to transfer to in-person instruction must resubmit this attestation prior to providing in-person instruction.

St. Andrew's Nursery School
(Name of Public School Entity)

affirms that it has attached this signed Attestation to its Local Health and Safety Plan (the "Plan") in order to reflect provisions above, and that, by doing so, this attestation becomes part of the Plan and has been or will be fully implemented by November 30, 2020, or three business days after the county in which the public school entity is located has been designated as exhibiting Substantial disease transmission for the first time, should the public school entity in a county with Substantial level of disease transmission for two or more consecutive weeks elect to offer or continue offering in-person instruction for all or some students; and

Further, the Local Health and Safety Plan, inclusive of this attestation, has been posted on the public school entity's publicly accessible website and filed with the Pennsylvania Department of Education by email submission at RA-EDCONTINUITYOFED@pa.gov.

Signed:

David M. Montes

(Signature of Governing Board President/Chair)

President, Governing Board

Chair, Governing Board

Astrid M. Montes

(Printed Name of Governing Board President/Chair)

Date Signed:

11/24/2020

David M. Montes

(Signature of Chief School Administrator (Principal))

Chief School Administrator

Astrid M. Montes

(Printed Name of Chief School Administrator)

Date Signed:

11/24/2020