

# Health and Safety Plan Summary

## Facilities Cleaning, Sanitizing, Disinfecting, and Ventilation

When students and staff return to school, ensuring that surfaces throughout the building are frequently cleaned and disinfected is a top priority. A full-scale disinfecting process – by a contracted provider or IMS staff with specialized equipment – will occur weekly in each building. In addition, high touch surfaces will be cleaned and disinfected several times each day. Custodial staff will be trained on how to fully and safely clean these surfaces; checklists will be used to ensure all necessary surfaces are cleaned at the proper frequency; the IMS Operations team will continue to ensure schools have the cleaning supplies they need, and the managers of School Leaders will support School Leaders with weekly reviews of the procedures and checklists to ensure all cleaning protocols are being implemented with fidelity. On a daily basis, School Leaders will complete building walkthroughs to ensure all checklists are completed around the building. Ventilation practices – from a review of existing systems and remediation if needed, to basic practices like keeping doors and windows open – are also part of the risk mitigation plan.

## Social Distancing and Other Safety Protocols

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Classrooms will be emptied except for desks and essential learning materials. Each classroom will be home to one “batch” or “pod” of students. For buildings that return with a hybrid model, classrooms will be home to two batches, one from Group A (Monday/Tuesday) and one batch from Group B (Wednesday/Thursday). Batches will have approximately 8-19 students, depending on classroom space. Students will be spaced 6 ft apart in all classrooms to the maximum extent possible with desks facing in the same direction. In K-5 grade levels (at most schools) these students will spend nearly all of the day with one homeroom teacher. In 6-8 grade levels, these students will see departmentalized teachers, but those teachers will not work with students outside of those grade bands. Students will remain in their classroom throughout the day – except for recess or PE – and will not go to the cafeteria for lunch or to a library or multipurpose room where they would share a space with other students outside their batch. Students and staff will wash or sanitize their hands at least 4 times each school day. All students and staff will receive training on social distancing, masking, and hand hygiene to support a safe and healthy school environment. Visitors – including families/guardians – will not be allowed in the building except in extreme extenuating circumstances. Spacing will be maintained on buses and at arrival and dismissal through carefully choreographed drop-off and pick-up routines.

## Monitoring Student and Staff Health

All students and staff will do a daily symptom check – including a brief questionnaire about potential exposure and symptoms and a temperature check – each morning. For students, screening information will be either entered into an app daily or affirmed by a written form at school daily. Schools may opt to do on-site screening, but self-reported daily screening is the minimum requirement. For staff, daily screening will be done at the school’s Paylocity kiosk with a built-in symptom questionnaire. When a staff member or student becomes ill at school, they will immediately be sent home and will wait in a designated isolation space until they are able to leave/be picked up. They may return to school if they have gotten a COVID-19 test and can show a negative result and they meet other criteria for return after an illness (symptom questionnaire) OR a clinician has evaluated the child and documented an alternative diagnosis and confirmed that the student may return to school OR if a COVID-19 test was not done but the following are true: at least 10 days have passed since the onset of symptoms, the person is fever free without fever-reducing medication for 72 hours, and symptoms are improving.

If a student has had a close contact with a person confirmed positive for COVID-19 (i.e. a student's family member with whom they live tests positive), the class (students in the same "batch") and any close contacts at school will be kept at home until that student tests negative or two days have passed with no other students in the batch showing symptoms, whichever happens sooner. If a student is sent home from school because they meet the criteria for likely COVID-19 based on the symptom screener checklist, the class (students in the same "batch") and any close contacts at school will be kept at home until that student tests negative or two days have passed with no other students in the batch showing symptoms, whichever happens sooner. If a student has symptoms that do NOT meet the criteria of the symptom screener checklist, no action will be taken in the absence of a positive test, even if that student's parent/guardian chooses to keep that student home due to illness.

If a staff member or student tests positive, the school nurse or School Leader will contact the Philadelphia Department of Public Health (215-685-5488) for further guidance. Students in the same "batch," the teacher for that "batch," and others who are determined to have had close contact with that student or staff member (greater than 15 cumulative minutes over 24 hours within 6 feet – with help from PDPH in determining close contacts), will remain quarantined at home for 14 days before returning to school. Students who were in the same batch or otherwise close contacts of a student with a confirmed positive case complete the 14 day quarantine period *and* be fever free without fever-reducing medication for 72 hours. Staff members who cannot return due to a positive test will work with their health care provider and the IMS HR Department to determine reasonable accommodations to work from home delivering remote instruction. Students who choose not to return can opt for full remote instruction. The Pandemic Team will work with local health authorities to determine communication plans for families in the case of a confirmed case, in order to rapidly notify families while maintaining confidentiality. School Leaders and school nurses will both have training in monitoring health and will follow the protocol for isolation and dismissal of students. School Leader managers will conduct a weekly review of protocols and any instances of symptom reports and isolation decisions with School Leaders.

## Other Considerations for Students and Staff

All staff members will wear approved face coverings (loop around the ear, cover mouth and nose completely) while on campus, taking masks off only when in a room without other children or adults. The IMS Central Office is working with staffing agencies and on the in-house staffing model to ensure a sufficient number of substitutes are available in case of teacher absences. Most teachers will provide both in-person and remote instruction.