



Shippensburg Area School District

School Reopening Health and Safety Plan

Each school entity must create a Health and Safety Plan, which will serve as the local guidelines for all instructional and non- instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

Board Approved: 8-10-2020

Board Approved Revision: 9-14-2020

Board Approved Revision: 9-28-2020

Added Board Approved Athletic Spectator Guidelines: 10-12-2020

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Added Board Approved PIAA Winter Sports Guidelines 12-7-20

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<i>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.</i>	

Health and Safety Plan: Shippensburg Area School District

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.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

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

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

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- 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): SEPTEMBER 8, 2020

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your 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 throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked “Pandemic Coordinator”. For each additional pandemic team member, enter the individual’s name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under “Pandemic Team Roles and Responsibilities”:

- **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)
Mr. David Lindenmuth	Community First Responder/Teacher	Pandemic Coordinator, Plan Development, and Response Team
Dr. Chris Suppo	Administration, Superintendent	Plan Development and Response Team
Mrs. Susan Martin	Administration, Principal	Plan Development and Response Team
Mrs. Teri Mowery	Administration, Principal	Plan Development and Response Team

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Mr. Matt Flohr	Administration, Principal	Plan Development and Response Team
Mrs. Holly Garner	Administration, Director	Plan Development and Response Team
Mrs. Bernadette Benbow	Administration, Principal	Plan Development and Response Team
Mr. Buck Brindle	Administration, Assistant Principal	Plan Development and Response Team
Mrs. Deborah Luffy	Administration, Principal, Parent	Plan Development and Response Team
Mr. Greg Miller	Administration, Associate Principal	Plan Development and Response Team
Mr. Andrew Norton	Administration, Assistant Principal	Plan Development and Response Team
Mrs. Tina Clever	Administration, Human Resources	Plan Development and Response Team
Mrs. Cristy Lentz	Administration, Business Administrator	Plan Development and Response Team
Mrs. Sheri Woodall	Administration, Director of Curriculum	Plan Development and Response Team
Mrs. Peggy Crider	Administration, Director of Special Ed.	Plan Development and Response Team
Mrs. Bethany Bridges	Administration, Asst. Director Special Edu.	Plan Development and Response Team
Mr. Joe Wachter	Administration, Director of Maintenance	Plan Development and Response Team
Dr. Troy Stevens	Administration, Director of Technology	Plan Development and Response Team
Mr. Tony Weber	Teacher, Association President	Plan Development
Mr. Travis DeShong	Teacher	Plan Development
Mrs. Miranda Shipp	Teacher	Plan Development

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Mrs. Sharon Lawrence	Teacher	Plan Development
Mrs. Nan Hogan	Teacher	Plan Development
Mrs. Cathy VanScyoc	Teacher	Plan Development
Mrs. Louanne Burt	Teacher	Plan Development
Mr. Jeremy Eastman	Teacher	Plan Development
Mr. Jared Ford	Food Service Director	Plan Development
Mr. Fred Scott	Board Member	Plan Development
Mr. Charlie Suders	Board Member, Transportation	Plan Development

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.

- **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type “same as Yellow” in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?

In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you 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:

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>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p> <p>We will use our Building Automation System to allow our outside air dampers to operate as per ASHRAE recommendations on the units that have operable damper systems.</p>	<p>Increase daily frequency of cleaning and disinfecting high use areas including but not limited to: restrooms, classrooms, offices, lunchrooms, cafeterias, common areas, exercise/weight room, etc.</p> <p>Increase daily frequency of cleaning and disinfecting high touch surfaces including but not limited to: tables, buttons, handrails, faucets, doorknobs, shared instructional tools, manipulatives, keyboards, sink fixtures, phones, light switches, disable water fountain bubblers, use bottle fill stations only etc.</p> <p>Enhanced cleaning on Wednesdays (students not in building) and Friday evenings. This will include disinfecting classroom floors and restroom floors and walls.</p> <p>Provide disinfecting wipes for classroom use (high touch hard surfaces (desks, chairs, door knobs, etc.) Self-contained classrooms will be cleaned mid-day and end of student day by teachers. Classrooms where student groups change will be cleaned prior to student transition</p>	<p>Increase daily frequency of cleaning and disinfecting high use areas including but not limited to: restrooms, classrooms, offices, lunchrooms, cafeterias, common areas, exercise/weight room, etc.</p> <p>Increase daily frequency of cleaning and disinfecting high touch surfaces including but not limited to: tables, buttons, handrails, faucets, doorknobs, shared instructional tools, manipulatives, keyboards, sink fixtures, phones, light switches, disable water fountain bubblers, use bottle fill stations only etc.</p> <p>Enhanced cleaning on Wednesdays (students not in building) and Friday evenings. This will include disinfecting classroom floors and restroom floors and walls.</p> <p>Provide disinfecting wipes for classroom use (high touch hard surfaces (desks, chairs, door knobs, etc.) Self-contained classrooms will be cleaned mid-day and end of student day by teachers. Classrooms where student groups change will be cleaned prior to student transition</p>	<p>Director of Maintenance Head of Maintenance Head Custodians Building Administrators</p>	<p>CDC and EPA approved COVID-19 products</p> <p>Use of proper dispensing equipment to ensure thorough cleaning and disinfecting requirements.</p> <p>For example, fogging units, PPE Certified training for proper COVID-19 procedures in restrooms, classroom and common areas.</p> <p>Continue to provide ongoing certified training.</p> <p>May need additional staffing to maintain CDC and PDE approved cleaning and sanitation procedures.</p>	

Requirements	Action Steps under Yellow Phase	Actions Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
	<p>at the end of each period/block with student assistance.</p> <p>Clean and disinfect all HVAC units</p> <p>Open all window treatments to sunlight for the natural UV lighting to help control the COVID-19 virus.</p> <p>Manually open all outside fresh air intakes for air exchange. Replace HVAC air filters with MERV-8 air filters, which utilize an anti-microbial coating.</p> <p>Provide proper CDC approved disinfecting supplies, materials and training to existing classroom, weight room and locker room personnel.</p> <p>Transportation contractor will be responsible for ensuring of the cleaning and disinfecting all student transportation vehicles.</p> <p>Transportation: Thoroughly clean and disinfect all buses and transport vehicles daily.</p> <p>Moderate cleaning of touch surfaces between runs. Clean and disinfect all commonly touched surfaces within the entry,</p>	<p>at the end of each period/block with student assistance.</p> <p>Clean and disinfect all HVAC units</p> <p>Open all window treatments to sunlight for the natural UV lighting to help control the COVID-19 virus.</p> <p>Manually open all outside fresh air intakes for air exchange. Replace HVAC air filters with MERV-8 air filters, which utilize an anti-microbial coating.</p> <p>Provide proper CDC approved disinfecting supplies, materials and training to existing classroom, weight room and locker room personnel.</p> <p>Transportation contractor will be responsible for ensuring of the cleaning and disinfecting all student transportation vehicles.</p> <p>Transportation: Thoroughly clean and disinfect all buses and transport vehicles daily.</p> <p>Moderate cleaning of touch surfaces between runs. Clean and disinfect all commonly touched surfaces within the entry,</p>		<p>Or</p> <p>May need to modify staffing schedules to meet plan implementation needs.</p> <p>Transportation Contractor to provide cleaning supplies and apparatus for cleaning buses.</p>	<p>Y</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>passenger and driver's areas of the bus or transport vehicle. Keep doors and windows open while cleaning. Wipe heat and air conditioner vents.</p> <p>Moderately clean and disinfect buses before, between, and after routes, trips or extensive driving events. Fog transport vehicles at the end of each day.</p> <p>Wait 24 hours before cleaning and disinfecting a bus/transport vehicle that transported a passenger or had a driver that tests positive for COVID-19 or exhibited probable symptoms of COVID19. If 24 hours is not feasible, wait as long as possible. Affected buses can be used immediately after cleaning and disinfection.</p> <p>Ensure that cleaning supplies kept on buses are appropriately labeled and stored so that students do not have access to them.</p> <p>Ensure that cleaning supplies used are appropriately labeled so that employees are aware of the chemicals being used. Ensure Material Safety Data is available for all chemical products used in</p>	<p>passenger and driver's areas of the bus or transport vehicle. Keep doors and windows open while cleaning. Wipe heat and air conditioner vents.</p> <p>Moderately clean and disinfect buses before, between, and after routes, trips or extensive driving events. Fog transport vehicles at the end of each day.</p> <p>Wait 24 hours before cleaning and disinfecting a bus/transport vehicle that transported a passenger or had a driver that tests positive for COVID-19 or exhibited probable symptoms of COVID19. If 24 hours is not feasible, wait as long as possible. Affected buses can be used immediately after cleaning and disinfection.</p> <p>Ensure that cleaning supplies kept on buses are appropriately labeled and stored so that students do not have access to them.</p> <p>Ensure that cleaning supplies used are appropriately labeled so that employees are aware of the chemicals being used. Ensure Material Safety Data is available for all chemical products used in</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>the process.</p> <p>Refer to the CDC guidance for additional information. From Missouri Reopening Schools Plan</p>	<p>the process.</p> <p>Refer to the CDC guidance for additional information. From Missouri Reopening Schools Plan</p>			
<p>Other cleaning, sanitizing, disinfecting, and ventilation practices</p>	<p>Administrative and office areas</p> <p>Clean and disinfect all office, restrooms and common areas, to include drinking fountains and bottle fill stations. Drinking fountain bubblers turned off.</p> <p>Clean and disinfect all HVAC units</p> <p>Open all window treatments to sunlight for the natural UV lighting to help control the COVID-19 virus.</p> <p>Driver of school vehicles will disinfect that vehicle with proper approved products for the COVID-19 virus after each use.</p> <p>Upon Identification of a suspected case of COVID-19 If possible, wait 24 hours after a person with COVID-19 was present in a space prior to beginning cleaning and disinfection. If it is not possible to</p>	<p>Administrative and office areas</p> <p>Clean and disinfect all office, restrooms and common areas, to include drinking fountains and bottle fill stations. Drinking fountain bubblers turned off.</p> <p>Clean and disinfect all HVAC units</p> <p>Open all window treatments to sunlight for the natural UV lighting to help control the COVID-19 virus.</p> <p>Driver of school vehicles will disinfect that vehicle with proper approved products for the COVID-19 virus after each use.</p> <p>Upon Identification of a suspected case of COVID-19 If possible, wait 24 hours after a person with COVID-19 was present in a space prior to beginning cleaning and disinfection. If it is not possible to</p>	<p>Director of Maintenance Head of Maintenance Head Custodians</p>	<p>CDC and EPA approved COVID-19 products</p> <p>Use of proper dispensing equipment to ensure thorough cleaning and disinfecting requirements.</p> <p>For example, fogging units, PPE Certified</p>	<p>Y</p> <p>Y</p>

Requirements	Action Steps under Yellow Phase	Action Steps Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
	<p>wait 24 hours, the cleaning crew should increase the level of PPE used while cleaning and disinfecting, including using a N95 filtering face piece respirator.</p> <p>If an outside contractor is used for cleaning and disinfection, the proposed scope of work, including the products and their respective safety data sheets (SDSs), and application methods must be reviewed by Administration prior to work commencing.</p> <p>Wear the required personal protective equipment (PPE) during cleaning and disinfecting: disposable gloves, gowns or a lab coat to protect contamination of clothing; safety glasses/goggles when there is a potential for splashing/spraying the disinfectant. If entering the space less than 24 hours after the ill person was present, the cleaning crew should wear N95 certified masks.</p> <p>(From University of Washington Guidance sheet)</p>	<p>wait 24 hours, the cleaning crew should increase the level of PPE used while cleaning and disinfecting, including using a N95 filtering face piece respirator.</p> <p>If an outside contractor is used for cleaning and disinfection, the proposed scope of work, including the products and their respective safety data sheets (SDSs), and application methods must be reviewed by Administration prior to work commencing.</p> <p>Wear the required personal protective equipment (PPE) during cleaning and disinfecting: disposable gloves, gowns or a lab Coat to protect contamination of clothing; safety glasses/goggles when there is a potential for splashing/spraying the disinfectant. If entering the space less than 24 hours after the ill person was present, the cleaning crew should wear N95 certified masks.</p> <p>(From University of Washington Guidance sheet)</p>		<p>training for proper COVID-19 procedures in restrooms, classrooms and common areas. Continue to provide ongoing certified training.</p> <p>May need additional staffing to maintain CDC and PDE approved cleaning and sanitation procedures</p> <p>Or</p> <p>May need to modify staffing schedules to meet plan implementation needs.</p>	

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you 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:

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	<p>All students K-12</p> <p>All students in K-12 whose families choose in person learning will attend school four days per week (M, T, Th, F). Wednesdays will be virtual day for all students to allow for enhanced cleaning of buildings. Virtual learning on Wednesdays for all students.</p> <p>Desks will be arranged facing the same direction when feasible and will be spaced apart to the greatest extent possible.</p>	<p>All students K-12</p> <p>All students in K-12 whose families choose in person learning will attend school four days per week (M, T, Th, F). Wednesdays will be virtual day for all students to allow for enhanced cleaning of buildings. Virtual learning on Wednesdays for all students.</p> <p>Desks will be arranged facing the same direction when feasible and will be spaced apart to the greatest extent possible.</p>	<p>Building Administration</p> <p>Director of CIA Building Administration</p>	<p>Desks instead flexible seating</p> <p>Sneeze guards for lab and art tables Additional materials (shared elementary books, computers, pencils, art supplies)</p> <p>Open Education Resources PD on Technology Teacher Carts</p>	<p>Y - PD on OER, Discovery Edu, IXL, EdPuzzle, Nearpod</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>Grades K-5</p> <p>All students choosing in person learning will return to four day weeks (M, T, Th, F) beginning January 28, 2021. This date could change based on community spread conditions based on the recommendation of the Pennsylvania Department of Health and/or Pennsylvania Department of Education.</p> <p>Grades 6-12</p> <p>All students choosing in person learning will return to four day weeks (M, T, Th, F) beginning January 28, 2021. This date could change based on community spread conditions based on the recommendation of the Pennsylvania Department of Health and/or Pennsylvania Department of Education.</p> <p>Removal of all non-District purchased items (carpets, seating, coffee pots, etc.). Removal of all unnecessary furniture to promote utilization of classroom space for social distancing K-12.</p>	<p>Grades K-5</p> <p>All students choosing in person learning will return to four day weeks (M, T, Th, F) beginning January 28, 2021. This date could change based on community spread conditions based on the recommendation of the Pennsylvania Department of Health and/or Pennsylvania Department of Education.</p> <p>Grades 6-12</p> <p>All students choosing in person learning will return to four day weeks (M, T, Th, F) beginning January 28, 2021. This date could change based on community spread conditions based on the recommendation of the Pennsylvania Department of Health and/or Pennsylvania Department of Education.</p> <p>Removal of all non-District purchased items (carpets, seating, coffee pots, etc.). Removal of all unnecessary furniture to promote utilization of classroom space for social distancing K-12.</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>Use floor markings to help students and staff stay six feet apart when feasible.</p> <p>Turn desks to face in the same direction (rather than facing each other) when feasible, or have students sit on only one side of tables, spaced apart, when feasible.</p> <p>When feasible and appropriate, it is preferable for students to gather outside rather than inside (reduced risk of virus spread outdoors).</p> <p>Students must not be brought together in assemblies, field trips, or other group gatherings with the exception of when students are eating in the 4-12 grade level.</p> <p>Whenever possible, students, teachers, and staff should maintain consistent grouping of people, to minimize virus spread in the school. Primary school students should be taught in self-contained classes. If feasible, special subjects should be pushed-in to the regular classroom area.</p>	<p>Use floor markings to help students and staff stay six feet apart when feasible.</p> <p>Turn desks to face in the same direction (rather than facing each other) when feasible, or have students sit on only one side of tables, spaced apart, when feasible.</p> <p>When feasible and appropriate, it is preferable for students to gather outside rather than inside (reduced risk of virus spread outdoors).</p> <p>Students must not be brought together in assemblies, field trips, or other group gatherings with the exception of when students are eating in the 4-12 grade level.</p> <p>Whenever possible, students, teachers, and staff should maintain consistent grouping of people, to minimize virus spread in the school. Primary school students should be taught in self-contained classes. If feasible, special subjects should be pushed-in to the regular classroom area.</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)
	Intermediate and secondary school students should be exposed to as few different individual teachers as possible. Block schedules may be utilized to minimize the number of students in hallways and the number of class changes each day.	Intermediate and secondary school students should be exposed to as few different individual teachers as possible. Block schedules may be utilized to minimize the number of students in hallways and the number of class changes each day.			
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>Modify start schedules of students and staff if necessary to provide classroom coverage so that all students report directly to their first class and do not congregate in common areas.</p> <p>Intermediate grades (4 & 5) Secondary grades (6-12)</p> <p>Reduced occupancy of spaces when feasible.</p> <p>Population will utilize cafeteria areas employing social distancing as much as possible. Additional outdoor space and common areas may be used for eating.</p> <p>Breakfast grab-and-go eat in classroom area.</p> <p>Primary grades (K-3)</p> <p>Bagged breakfast and lunch in the classroom. Uncrustable</p>	<p>Modify start schedules of students and staff if necessary to provide classroom coverage so that all students report directly to their first class and do not congregate in common areas.</p> <p>Intermediate grades (4 & 5) Secondary grades (6-12)</p> <p>Reduced occupancy of spaces when feasible.</p> <p>Population will utilize cafeteria areas employing social distancing as much as possible. Additional outdoor space and common areas may be used for eating.</p> <p>Breakfast grab-and-go eat in classroom area.</p> <p>Primary grades (K-3)</p> <p>Bagged breakfast and lunch in the classroom. Uncrustable</p>	<p>Food Services Director Building Administration</p>	<p>Carts to hold food for lunches</p> <p>Plastic dividers to protect cafeteria staff</p> <p>Gloves</p> <p>Staffing to deliver lunches to classrooms</p> <p>Portable scanner for charging lunches</p> <p>Lysol Wipes</p> <p>Teacher carts for 4-5 and specialists at K-3 buildings</p>	<p>Y</p> <p>Cafeteria Staff will need professional development on proper delivery techniques</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>sandwiches, “non-perishable” lunch meat, veggies, fruit</p> <p>Bus call for busses, students dismissed from classrooms.</p> <p>K-3 students stay in classroom most of the day, teachers rotate.</p> <p>Rotating recess time will be available.</p> <p>Elementary bathroom considerations: limits student access, small group</p> <p>Parent drop-off, parents cannot drop off before students are allowed in school.</p> <p>No free library time</p>	<p>sandwiches, non-perishable lunch meat, veggies, fruit</p> <p>Bus call for busses, students dismissed from classrooms.</p> <p>K-3 students stay in classroom most of the day, teachers rotate.</p> <p>Rotating recess time will be available.</p> <p>Elementary bathroom considerations: limits student access, small group</p> <p>Parent drop-off, parents cannot drop off before students are allowed in school.</p> <p>No free library time</p>		<p>Tape and one-way signs</p>	
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>Students and staff use hand sanitizer at beginning of each class. CDC Hand Sanitizing Guidance</p> <p>Students wash hands frequently. CDC Hand Washing Guidance</p> <p>Teaching students how to sneeze and cough into elbow along with hygiene practices frequently.</p>	<p>Students and staff use hand sanitizer at beginning of each class. CDC Hand Sanitizing Guidance</p> <p>Students wash hands frequently. CDC Hand Washing Guidance</p> <p>Teaching students how to sneeze and cough into elbow along with hygiene practices frequently.</p>	<p>Director of Maintenance Director of CIA Building Administration</p>	<p>Hand sanitizer for all classrooms and hallways</p> <p>Disposable face coverings for students</p>	<p>Y PD for district guidelines</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>Provide employees with professional development and frequent reminders regarding hygiene practices.</p> <p>PDE School Guidance Face covering policy - follow PA DOH Guidelines</p> <p>Provide hand sanitizer in all classrooms and common areas.</p>	<p>Provide employees with professional development and frequent reminders regarding hygiene practices.</p> <p>PDE School Guidance Face covering policy - follow PA DOH Guidelines</p> <p>Provide hand sanitizer in all classrooms and common areas.</p>		Plastic face shields for all staff	
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	<p>Post In: Lobby, Bathrooms, Hallways, and Office Areas</p> <p>CDC Print Resources</p>	<p>Post In: Lobby, Bathrooms, Hallways, and Office Areas</p> <p>CDC Print Resources</p>	<p>Director of Maintenance</p> <p>Building Administration</p>	<p>Signage: Don't touch your face, wash your hands, 6 ft. away signs, "X"s in hallway to help with maintaining 6 ft.</p>	N
* Identifying and restricting non-essential visitors and volunteers	<p>School Check In: All visitors must stay in vestibule. Vestibule area must be sanitized frequently throughout the day.</p> <p>Hand sanitizer and sanitizing wipes located at check-in areas.</p> <p>Actively assess all visitors for fever and COVID-19 symptoms upon entry to the facility. If fever or COVID-19 symptoms are present,</p>	<p>School Check In: All visitors must stay in vestibule. Vestibule area must be sanitized frequently throughout the day.</p> <p>Hand sanitizer and sanitizing wipes located at check-in areas.</p> <p>Actively assess all visitors for fever and COVID-19 symptoms upon entry to the facility. If fever or COVID-19 symptoms are present,</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>the visitor should not be allowed entry into the facility.</p> <p>Establish procedures for monitoring and managing visitors using a checklist which should include: Temperature Check on Arrival</p> <p>No volunteers or non-essential visitors admitted further than the school office.</p> <p>Restrict unnecessary adults in building. Student teachers will be permitted. Pre-student teacher experiences will not be permitted.</p> <p>Train receptionists and develop a script and log that should be utilized for all visitors.</p>	<p>the visitor should not be allowed entry into the facility.</p> <p>Establish procedures for monitoring and managing visitors using a checklist which should include: Temperature Check on Arrival</p> <p>No volunteers or non-essential visitors admitted further than the school office.</p> <p>Restrict unnecessary adults in building. Student teachers will be permitted. Pre-student teacher experiences will not be permitted.</p> <p>Train receptionists and develop a script and log that should be utilized for all visitors.</p>			
<p>Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports</p>	<p>Recess: No or low contact activities for recess and PE PE classes should consider life-long sports/physical activities no team sports/activities (Yoga, running, walking/hiking) CDC Youth Sports Considerations</p> <p>Outdoor areas generally require normal routine cleaning and do not</p>	<p>Recess: No or low contact activities for recess and PE PE classes should consider life-long sports/physical activities no team sports/activities (Yoga, running, walking/hiking) CDC Youth Sports Considerations</p> <p>Outdoor areas generally require normal routine cleaning and do not</p>	<p>PE Teachers Classroom Teachers Building Administration Director of CIA</p>	<p>Hula hoops, jump ropes</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>require disinfection.</p> <p>Spraying disinfectant on outdoor playgrounds is not an efficient use of disinfectant supplies and has not been proven to reduce the risk of COVID-19 to the public. You should maintain existing cleaning and hygiene practices for outdoor areas. If practical, high touch surfaces made of plastic or metal, such as grab bars and railings, should be cleaned routinely.</p> <p>Cleaning and disinfection of wooden surfaces (e.g., play structures, benches, tables) or groundcovers (e.g., mulch, sand) is not recommended.</p> <p>Recess Considerations: Alternate recess to minimize the numbers of students on the playground, require social distancing, and disinfect equipment between classes. Larger playground equipment that cannot be disinfected between uses should not be used until social distancing requirement can be eased. Students wash hands before and after recess.</p>	<p>require disinfection.</p> <p>Spraying disinfectant on outdoor playgrounds is not an efficient use of disinfectant supplies and has not been proven to reduce the risk of COVID-19 to the public. You should maintain existing cleaning and hygiene practices for outdoor areas. If practical, high touch surfaces made of plastic or metal, such as grab bars and railings, should be cleaned routinely.</p> <p>Cleaning and disinfection of wooden surfaces (e.g., play structures, benches, tables) or groundcovers (e.g., mulch, sand) is not recommended.</p> <p>Recess Considerations: Alternate recess to minimize the numbers of students on the playground, require social distancing, and disinfect equipment between classes. Larger playground equipment that cannot be disinfected between uses should not be used until social distancing requirement can be eased. Students wash hands before and after recess.</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>Classroom energizers/mindful minutes can be done in the classroom where students stay at or near their assigned desks/workstations. Provide regular classroom breaks for outdoor or hallway walking and movement activities.</p> <p>Phys. Ed. Considerations: Physical Education can be modified like all other classes. Reorganize to allow for smaller classes and social distancing when feasible_(Goal: 6 feet). •Alternate schedule -minimize numbers of students in gymnasium, require social distancing when feasible_(Goal: 6 feet). Utilize outdoor spaces as much as possible.</p> <p>Teachers use controlled entrance and exits -meet students at classroom –utilizing outside entry door as much as possible to pick up and take to gym, fields, multipurpose rooms, etc. Schedule outdoor activities as much as possible with weather permitting.</p> <p>Use separate partitions in open spaces if available; utilize markings on gymnasium</p>	<p>Classroom energizers/mindful minutes can be done in the classroom where students stay at or near their assigned desks/workstations. Provide regular classroom breaks for outdoor or hallway walking and movement activities.</p> <p>Phys. Ed. Considerations: Physical Education can be modified like all other classes. Reorganize to allow for smaller classes and social distancing when feasible_(Goal: 6 feet). •Alternate schedule -minimize numbers of students in gymnasium, require social distancing when feasible_(Goal: 6 feet). Utilize outdoor spaces as much as possible.</p> <p>Teachers use controlled entrance and exits -meet students at classroom –utilizing outside entry door as much as possible to pick up and take to gym, fields, multipurpose rooms, etc. Schedule outdoor activities as much as possible with weather permitting.</p> <p>Use separate partitions in open spaces if available; utilize markings on gymnasium</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>floor/wall/field. Manage social distancing when moving students to gymnasium/field.</p> <p>Students should be provided own equipment for class/prohibit equipment sharing. Disinfect equipment between classes. Students disinfect hands in and out of PE class.</p> <p>Blended Learning/Flipped classroom for concepts and skills relating to each standard. Teachers have access to technology to broadcast instruction due to increased social distancing (ex. megaphone or microphone).</p> <p>Self-Management -Individualized programs –multiple activity stations allowing for personal choice with personal recording (record keeping, personalized logs, goal setting, etc.). Games and sport activities that require close guarding and potential contact with another player should not be included.</p> <p>Provide lessons that include no contact activities and no or limited equipment (e.g. walking, jumping rope, running, etc.).</p>	<p>floor/wall/field. Manage social distancing when moving students to gymnasium/field.</p> <p>Students should be provided own equipment for class/prohibit equipment sharing. Disinfect equipment between classes. Students disinfect hands in and out of PE class.</p> <p>Blended Learning/Flipped classroom for concepts and skills relating to each standard. Teachers have access to technology to broadcast instruction due to increased social distancing (ex. megaphone or microphone).</p> <p>Self-Management -Individualized programs –multiple activity stations allowing for personal choice with personal recording (record keeping, personalized logs, goal setting, etc.). Games and sport activities that require close guarding and potential contact with another player should not be included.</p> <p>Provide lessons that include no contact activities and no or limited equipment (e.g. walking, jumping rope, running, etc.).</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>Workstation equipment set-up should consider strategies for social distancing throughout activity.</p> <p>All efforts should be made at every level to assist students in creating personal activities and exercise plans that include logging and reporting of learning processes, achievement of standards and all available assessment benchmarks.</p>	<p>Workstation equipment set-up should consider strategies for social distancing throughout activity.</p> <p>All efforts should be made at every level to assist students in creating personal activities and exercise plans that include logging and reporting of learning processes, achievement of standards and all available assessment benchmarks.</p>			
<p>Limiting the sharing of materials among students</p>	<p>Pencil box for primary grade (K-3) children containing: calculators, pencils, highlighter, pens, colored pencils, markers, crayons Use virtual books and resources when feasible.</p> <p>Open Education Digital Resources (instead of class text) Issue Chromebook to all children for school use, blended learning and remote learning should the need arise.</p> <p>Limit the use of shared computers within the building but where necessary, clean keyboards between uses.</p>	<p>Pencil box for primary grade (K-3) children containing: calculators, pencils, highlighter, pens, colored pencils, markers, crayons Use virtual books and resources when feasible.</p> <p>Open Education Digital Resources (instead of class text) Issue Chromebook to all children for school use, blended learning and remote learning should the need arise.</p> <p>Limit the use of shared computers within the building but where necessary, clean keyboards between uses.</p>	<p>Parents Building Administration Technology Coordinator Director of Maintenance Director of CIA</p>	<p>Sanitizing Wipes EPIC for books K-5 Overdrive 6-12</p>	<p>Y PD on how to utilize EPIC and Overdrive</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)
	When sharing of materials among students is necessary, sanitizing wipes will be provided for teacher and student use.	When sharing of materials among students is necessary, sanitizing wipes will be provided for teacher and student use.			
Staggering the use of communal spaces and hallways	<p>Elementary bathroom considerations: limits student access</p> <p>Parent drop-off: parents cannot drop off before students are allowed in school</p> <p>Schedules may be developed to minimize the number of students in communal spaces and hallways. This could include a staggered hall change schedule.</p>	<p>Elementary bathroom considerations: limits student access</p> <p>Parent drop-off: parents cannot drop off before students are allowed in school</p> <p>Schedules may be developed to minimize the number of students in communal spaces and hallways. This could include a staggered hall change schedule.</p>	Building Administration Teachers		
Adjusting transportation schedules and practices to create social distance between students	<p>Students remain on buses until time to go to class and/or be dismissed directly to their first classroom.</p> <p>Bus windows will be cracked 1" to provide ventilation.</p> <p>Drivers and students will wear facemasks or face shields covering nose and mouth.</p>	<p>Students remain on buses until time to go to class and/or be dismissed directly to their first classroom.</p> <p>Bus windows will be cracked 1" to provide ventilation.</p> <p>Drivers and students will wear facemasks or face shields covering nose and mouth.</p>	Transportation Director Transportation Company Build Administration		Y PD Policy Review, Handbook Review

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)
	At the K-12 level, buses may run with a reduced capacity due to parent drop-off and pick-up along with student drivers. Parents are encouraged to drive their students if feasible to help reduce bus occupancy.	At the K-12 level, buses may run with a reduced capacity due to parent drop-off and pick-up along with student drivers. Parents are encouraged to drive their students if feasible to help reduce bus occupancy.			
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Primary classrooms (K-3) will stay in cohorts throughout the day while also limiting interactions with other students outside of their group. Classroom occupancy will be at a reduced capacity due to some parents choosing the Shippensburg Virtual Academy.	Primary classrooms (K-3) will stay in cohorts throughout the day while also limiting interactions with other students outside of their group. Classroom occupancy will be at a reduced capacity due to some parents choosing the Shippensburg Virtual Academy.	Director of CIA Building Administration		N
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	Boys and Girls club on-site limited to 50% capacity or the use of other community facilities for program offerings. Contact Kids Count, Jack and Jill, Magic Years, to let them know A/B schedules once a final plan is approved information will be disseminated with local childcare facilities related to the current opening plan.	Boys and Girls club on-site limited to 50% capacity or the use of other community facilities for program offerings. Contact Kids Count, Jack and Jill, Magic Years, to let them know A/B schedules once a final plan is approved information will be disseminated with local childcare facilities related to the current opening plan.	Elementary Building Principals		N
Other social distancing and safety practices					

Monitoring Student and Staff Health

Key Questions

- How will you 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:

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>* Monitoring students and staff for symptoms and history of exposure</p>	<p>Daily questions of symptoms checks & history of exposure completed by parents and staff (home health checks).</p> <p>Staff will monitor the health of the students during the school day. Staff will monitor their symptoms & history of exposure via log sheet.</p>	<p>Daily questions of symptoms checks & history of exposure completed by parents and staff (home health checks).</p> <p>Staff will monitor the health of the students during the school day. Staff will monitor their symptoms & history of exposure via log sheet.</p>	<p>Health Room Staff</p>	<p>Thermometers Staff to take temperatures & ask questions Log book and log sheets Symptoms checklist for parents</p>	<p>Y</p>
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Non-essential visitors will not be permitted in the building. Staff with a temperature of 100.4 will be sent home immediately. Students with a temperature of 100.4 will be sent to an area/room where they will not have contact with others until an adult comes to pick them up. (curtain pulled, face shields/masks on student/staff) Multiple entrances to the health room (sick vs routine meds/injury), as appropriate.</p> <p>Students and staff exhibiting multiple COVID-19 symptoms will be evaluated by health room staff to determine if they should be sent home.</p>	<p>Non-essential visitors will not be permitted in the building. Staff with a temperature of 100.4 will be sent home immediately. Students with a temperature of 100.4 will be sent to an area/room where they will not have contact with others until an adult comes to pick them up. (curtain pulled, face shields/masks on student/staff) Multiple entrances to the health room (sick vs routine meds/injury), as appropriate.</p> <p>Students and staff exhibiting multiple COVID-19 symptoms will be evaluated by health room staff to determine if they should be sent home.</p>	<p>Health Room Staff</p>	<p>Communicate with the community that no one will be allowed to enter the school buildings during school hours.</p> <p>Masks, face shields</p>	<p>Y Nurses</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>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Students & staff may return to school when fever-free for 24 hours without the use of fever-reducing medication and no additional symptoms or a medical release from their physician.</p> <p>CDC recommendation for those who have COVID-19 illness: You can be with others after 3 days with no fever (without the use of fever-reducing medication) and improved symptoms and 14 days since symptoms first appeared.</p> <p>CDC recommendation for those who have tested positive for COVID-19 (no symptoms) may be around others 14 days after the test was given or negative results of two (2) FDA Emergency-Use authorized tests spaced 24 hours apart and improved symptoms and no fever (without the use of fever-reducing medication) for 3 days.</p> <p>CDC recommendation is that anyone who has close contact with someone with COVID-19 should stay home for 14 days after exposure.</p>	<p>Students & staff may return to school when fever-free for 24 hours without the use of fever-reducing medication and no additional symptoms or a medical release from their physician.</p> <p>CDC recommendation for those who have COVID-19 illness: You can be with others after 3 days with no fever (without the use of fever-reducing medication) and improved symptoms and 14 days since symptoms first appeared.</p> <p>CDC recommendation for those who have tested positive for COVID-19 (no symptoms) may be around others 14 days after the test was given or negative results of two (2) FDA Emergency-Use authorized tests spaced 24 hours apart and improved symptoms and no fever (without the use of fever-reducing medication) for 3 days.</p> <p>CDC recommendation is that anyone who has close contact with someone with COVID-19 should stay home for 14 days after exposure.</p>	<p>Building Administrator Health Room Staff</p>	<p>Notifications to staff and parents of policy</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>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>Families and staff will be notified of a confirmed COVID-19 exposure or a positive case.</p> <p>The Superintendent of Schools, Pandemic Coordinator and Building Administration will work collaboratively to provide notifications to parents, through the use of existing District notification systems.</p> <p>The District will use an Interim Closure Decision Matrix that utilizes local spread of the virus as well as specific positive tests of students or staff to make closure decisions (See Appendix).</p> <p>The District will utilize a School Opening Decision Matrix to determine when schools can reopen after a closure was necessary due to COVID-19 positive cases.</p>	<p>Families and staff will be notified of a confirmed COVID-19 exposure or a positive case.</p> <p>The Superintendent of Schools, Pandemic Coordinator and Building Administration will work collaboratively to provide notifications to parents, through the use of existing District notification systems.</p> <p>The District will use an Interim Closure Decision Matrix that utilizes local spread of the virus as well as specific positive tests of students or staff to make closure decisions (See Appendix).</p> <p>The District will utilize a School Opening Decision Matrix to determine when schools can reopen after a closure was necessary due to COVID-19 positive cases.</p>	<p>Superintendent Pandemic Coordinator Building Administrator</p>	<p>Notifications to staff and parents of policy</p> <p>Develop and share Interim Closure Decision Matrix</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)
Other monitoring and screening practices	Staff will call the Health Room to consult with Health Room Staff regarding illness/injury.	Staff will call the Health Room to consult with Health Room Staff regarding illness/injury.	Building Administrator Health Room Staff	Parent education	Y
	Parent education regarding COVID-19 symptoms & history of exposure prior to sending the students to school.	Parent education regarding COVID-19 symptoms & history of exposure prior to sending the students to school.		Staff education	Y
	Staff must complete a daily self-check to monitor symptoms and keep a daily log.	Staff must complete a daily self-check to monitor symptoms and keep a daily log.		Develop and distribute staff screening checklist.	
	Parents must complete a daily child home symptom-screening checklist.	Parents must complete a daily child home symptom-screening checklist.		Develop and distribute student-screening checklist.	
				Develop and distribute visitor-screening checklist.	

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 you 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

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>* Protecting students and staff at higher risk for severe illness</p>	<p>Online learning options will be available to families through the Shippensburg Virtual Academy. We will observe CDC or WHO social distance guidance in the schools.</p> <p>Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case-by-case basis.</p> <p>Appropriate accommodations will be made to fully support their safety and learning. We will follow physician recommendations, as appropriate for the school setting.</p>	<p>Online learning options will be available to families through the Shippensburg Virtual Academy. We will observe CDC or WHO social distance guidance in the schools.</p> <p>Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case-by-case basis.</p> <p>Appropriate accommodations will be made to fully support their safety and learning. We will follow physician recommendations, as appropriate for the school setting.</p>	<p>Health Room Staff Bldg. Administration Teachers</p>		<p>Y</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>Use of face coverings (masks or face shields) by all staff</p>	<p>Follow PA Department of Health recommendations and guidelines.</p> <p>Currently, masks/face coverings must be worn whenever anyone leaves home. Students over the age of 2 years old must wear a mask/face covering at school.</p>	<p>Follow PA Department of Health recommendations and guidelines.</p> <p>Currently, masks/face coverings must be worn whenever anyone leaves home. Students over the age of 2 years old must wear a mask/face covering at school.</p>	<p>Building Administrator</p>	<p>Disposable facemasks or cloth face coverings provided by employees.</p> <p>Some masks will be provided for employees who do not have them or may have forgotten them.</p> <p>Plastic face shields will be provided by the district for teaching staff and others with health issues preventing them from wearing a facemask.</p>	<p>N</p>
<p>* Use of face coverings (masks or face shields) by students</p>	<p>Follow PA Department of Health recommendations and guidelines.</p> <p>Currently, masks/face coverings must be worn whenever anyone leaves home. Students over the age of 2 years old must wear a mask/face covering at school.</p> <p>Schools may allow students to remove their face coverings when students are:</p>	<p>Follow PA Department of Health recommendations and guidelines.</p> <p>Currently, masks/face coverings must be worn whenever anyone leaves home. Students over the age of 2 years old must wear a mask/face covering at school.</p> <p>Schools may allow students to remove their face coverings when students are:</p>	<p>Teachers Building Administrator</p>	<p>Disposable facemasks or cloth face coverings provided by the home. Some masks will be provided for students who do not have them or may have forgotten them.</p>	<p>Y</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)
	<ul style="list-style-type: none"> • Eating or drinking • Seated at desks or assigned work spaces at least 6 feet apart; or • Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.). 	<ul style="list-style-type: none"> • Eating or drinking • Seated at desks or assigned work spaces at least 6 feet apart; or • Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.). 		Face shields will be provided for those students indicating they have an underlying health issue that prevents them from wearing a facemask.	
Unique safety protocols for students with complex needs or other vulnerable individuals	<p>Online learning will be available for students.</p> <p>We will observe CDC guidelines in the schools.</p> <p>Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case-by-case basis.</p> <p>Appropriate accommodations will be made to fully support their safety and learning. We will follow physician recommendations, as appropriate for the school setting.</p>	<p>Online learning will be available for students.</p> <p>We will observe CDC guidelines in the schools.</p> <p>Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case-by-case basis.</p> <p>Appropriate accommodations will be made to fully support their safety and learning. We will follow physician recommendations, as appropriate for the school setting.</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)
	Specific modifications to the physical space or safety requirements to ensure that students can access the curriculum may be made by IEP or 504 teams.	Specific modifications to the physical space or safety requirements to ensure that students can access the curriculum may be made by IEP or 504 teams.	Health Room Staff Administration Director of Special Education		N
Strategic deployment of staff	<p>Modify the previously approved school calendar to start school on 9/8/2020. This delay will allow greater preparation of facilities and increased professional development in preparation for implementing the District's Health and Safety Plan.</p> <p>Staff available for bus duty</p> <p>Staff available to assist with lunch time & recess</p> <p>Staff available for classroom coverage</p> <p>Staff available to assist with cleaning/disinfecting</p> <p>Staff available to assist with ill students</p> <p>Staff available to monitor bathrooms</p>	<p>Modify the previously approved school calendar to start school on 9/8/2020. This delay will allow greater preparation of facilities and increased professional development in preparation for implementing the District's Health and Safety Plan.</p> <p>Staff available for bus duty</p> <p>Staff available to assist with lunch time & recess</p> <p>Staff available for classroom coverage</p> <p>Staff available to assist with cleaning/disinfecting</p> <p>Staff available to assist with ill students</p> <p>Staff available to monitor bathrooms</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)
	Staff may be assigned other duties outside of normal expectations as appropriate by their supervisor to provide the services needed to implement health and safety measures during the pandemic.	Staff may be assigned other duties outside of normal expectations as appropriate by their supervisor to provide the services needed to implement health and safety measures during the pandemic.	Administration		N

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
PPE Training	Custodians	Mr. Wachter	In-person Online	Online Videos Print Resources	8/10/2020	Ongoing
Proper use of Disinfecting Products and Practices	Custodians	Mr. Wachter	In-person Online	Online Videos Print Resources	8/10/2020	Ongoing
Cleaning Protocols	All Staff & Custodians	Mr. Wachter Building Admin.	In-person	Print Resources	8/10/2020	Ongoing

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and or Supports Needed	Start Date	Completion Date
Health Staff Protocols	School Nurses	Nursing Dept. Chair Mrs. Martin	In-person Online	Online Videos Print Resources	8/10/2020	Ongoing
Hygiene and Safety Practices	All Staff and Students	Bldg. Health Staff Bldg. Admin Teachers Classroom Assistants	In-person Online	Online Videos Print Resources	8/10/2020	Ongoing
Bus Safety and Disinfecting Practices	Bus Drivers	Dir. of Transportation Transportation Contractors	In-person Online	Online Videos Print Resources	8/10/2020	Ongoing

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Plan Framework Approval	School Board Public Staff	Superintendent	Virtual Special Board Meeting and video streaming	7/27/2020	7/29/2020
Health & Safety Plan Draft	School Board Public Staff	Superintendent	PDF available on District website	8/5/2020	8/10/2020
SASD Health & Safety Plan for Returning to Schools Approval	Parents Community Staff	Superintendent Administration	Virtual Regular Board Meeting Presentation Plan availability on District website	8/10/2020	8/10/2020
Virtual Academy Information and Sample Lessons	Parents	Dir. of Curriculum	District website	7/30/2020	8/5/2020
Parent Survey for Shippensburg Virtual Academy Interest	Parents	Dir. of Curriculum	Google Forms	8/5/2020	8/15/2020

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Parent Question & Answer FAQ Implemented on website	Parents	Superintendent Administration	District website	7/31/2020	8/31/2020
Staff Question & Answer Session	Staff	Superintendent Dir. of Curriculum	Zoom – Building Administration & District Administration	8/12/2020	8/14/2020
Family and Staff survey to determine instructional model preference	Parents Staff	Superintendent Dir. Of Curriculum	Google Forms	11/3/2020	11/10/2020

Health and Safety Plan Summary: Shippensburg Area School District

Anticipated Launch Date: 08/28/2020

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

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> <p>We will use our Building Automation System to allow our outside air dampers to operate as per ASHRAE recommendations on the units that have operable damper systems.</p>	<p>Increase daily frequency of cleaning and disinfecting high use areas including but not limited to: restrooms, classrooms, offices, lunchrooms, cafeterias, common areas, exercise/weight room, etc.</p> <p>Increase daily frequency of cleaning and disinfecting high touch surfaces including but not limited to: tables, buttons, handrails, faucets, doorknobs, shared instructional tools, manipulatives, keyboards, sink fixtures, phones, light switches, disable water fountain bubblers, use bottle fill stations only etc.</p> <p>Enhanced cleaning on Wednesdays (students not in building) and Friday evenings. This will include disinfecting classroom floors and restroom floors and walls.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Provide disinfecting wipes for classroom use (high touch hard surfaces (desks, chairs, doorknobs, etc.) Self-contained classrooms will be cleaned mid-day and end of student day by teachers. Classrooms where student groups change will be cleaned prior to student transition at the end of each period/block with student assistance.</p> <p>Clean and disinfect all HVAC units</p> <p>Open all window treatments to sunlight for the natural UV lighting to help control the COVID-19 virus.</p> <p>Manually open all outside fresh air intakes for air exchange. Replace HVAC air filters with MERV-8 air filters, which utilize an anti-microbial coating.</p> <p>Provide proper CDC approved disinfecting supplies, materials and training to existing classroom, weight room and locker room personnel.</p> <p>Transportation contractor will be responsible for ensuring of the cleaning and disinfecting all student transportation vehicles.</p> <p>Transportation: Thoroughly clean and disinfect all buses and transport vehicles daily.</p> <p>Moderate cleaning of touch surfaces between runs. Clean and disinfect all commonly touched surfaces within the entry, passenger and driver's areas of the bus or transport vehicle. Keep doors and windows open while cleaning. Wipe heat and air conditioner vents.</p> <p>Moderately clean and disinfect buses before, between, and after routes, trips or extensive driving events. Fog transport vehicles at the end of each day.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Wait 24 hours before cleaning and disinfecting a bus/transport vehicle that transported a passenger or had a driver that tests positive for COVID-19 or exhibited probable symptoms of COVID19. If 24 hours is not feasible, wait as long as possible. Affected buses can be used immediately after cleaning and disinfection.</p> <p>Ensure that cleaning supplies kept on buses are appropriately labeled and stored so that students do not have access to them.</p> <p>Ensure that cleaning supplies used are appropriately labeled so that employees are aware of the chemicals being used. Ensure Material Safety Data is available for all chemical products used in the process.</p> <p>Refer to the CDC guidance for additional information. From Missouri Reopening Schools Plan</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<p>Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p>Virtual Learning on off days and times.</p> <p>Virtual learning on Wednesdays for all students.</p> <p>Arrange desks to achieve as much separation as possible.</p> <p>Removal of all non-District purchased items (carpets, seating, coffee pots, etc.). Removal of all unnecessary furniture to promote utilization of classroom space for social distancing K-12.</p> <p>Use floor markings to help students and staff stay six feet apart when feasible.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>Turn desks to face in the same direction (rather than facing each other) when feasible, or have students sit on only one side of tables when feasible, spaced apart.</p> <p>When feasible and appropriate, it is preferable for students to gather outside rather than inside (reduced risk of virus spread outdoors).</p> <p>Students must not be brought together in assemblies, field trips, or other group gatherings outside of their class group, with the exception of when students are eating in grades 4-12.</p> <p>Whenever possible, students, teachers, and staff should maintain consistent grouping of people, to minimize virus spread in the school. Primary school students should be taught in self-contained classes. If feasible, special subjects should be pushed-in to the regular classroom area.</p> <p>Intermediate and secondary school students should be exposed to as few different individual teachers as possible. Block schedules may be utilized to minimize the number of students in hallways and the number of class changes each day.</p> <p>Modify start schedules of students and staff if necessary to provide classroom coverage so that all students report directly to their first class and do not congregate in common areas.</p> <p>Intermediate grades (4 & 5) Secondary grades (6-12)</p> <p>Possible reduced occupancy of spaces</p> <p>Possibly reduced population will utilize cafeteria areas employing social distancing as much as possible with students sitting on one-side tables facing the same direction if feasible.</p> <p>Additional outdoor space and common areas may be used for eating.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Limiting the sharing of materials among students</p>	<p>Phys. Ed. Considerations: Physical Education can be modified like all other classes. Reorganize to allow for smaller classes and social distancing <u>when feasible</u> (Goal: 6 feet). •Alternate schedule -minimize numbers of students in gymnasium, require social distancing <u>when feasible</u> (Goal: 6 feet). Utilize outdoor spaces as much as possible.</p> <p>Teachers use controlled entrance and exits -meet students at classroom –utilizing outside entry door as much as possible to pick up and take to gym, fields, multipurpose rooms, etc. Schedule outdoor activities as much as possible with weather permitting.</p> <p>Use separate partitions in open spaces if available; utilize markings on gymnasium floor/wall/field. Manage social distancing when moving students to gymnasium/field.</p> <p>Students should be provided own equipment for class/prohibit equipment sharing. Disinfect equipment between classes. Students disinfect hands in and out of PE class.</p> <p>Blended Learning/Flipped classroom for concepts and skills relating to each standard. Teachers have access to technology to broadcast instruction due to increased social distancing (ex. megaphone or microphone).</p> <p>Self-Management -Individualized programs –multiple activity stations allowing for personal choice with personal recording (record keeping, personalized logs, goal setting, etc.). Games and sport activities that require close guarding and potential contact with another player should not be included.</p> <p>Provide lessons that include no contact activities and no or limited equipment (e.g. walking, jumping rope, running, etc.). Workstation equipment set-up should consider strategies for social distancing throughout activity.</p> <p>All efforts should be made at every level to assist students in creating personal activities and exercise plans that include logging and</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<p>Intermediate grade (4 & 5) and secondary grade (6-12) buses will run at a reduced occupancy due to student drivers, parent drop-off and pick-up.</p> <p>Intermediate and secondary students (4-12) lower than normal occupancy due to some parents choosing the Shippensburg Virtual Academy.</p> <p>Primary classrooms (K-3) will stay in cohorts throughout the day while also limiting interactions with other students outside of their group. Classroom occupancy will be than normal capacity due to some parents choosing the Shippensburg Virtual Academy.</p> <p>Boys and Girls club on-site limited to 50% capacity or the use of other community facilities for program offerings.</p> <p>Contact Kids Count, Jack and Jill, Magic Years, to let them know A/B schedules once a final plan is approved information will be disseminated with local childcare facilities related to the current opening plan.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<p>Daily questions of symptoms checks & history of exposure completed by parents and staff</p> <p>Staff will monitor the health of the students during the school day</p> <p>Staff will monitor their symptoms & history of exposure via a log sheet</p>

Requirement(s)	Strategies, Policies and Procedures
<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Non-essential visitors will not be permitted in the building. Staff with a temperature of 100.4 will be sent home immediately. Students with a temperature of 100.4 will be sent to an area/room where they will not have contact with others until an adult comes to pick them up. (curtain pulled, face shields/masks on student/staff)</p> <p>Multiple entrances to the health room (sick vs routine meds/injury), as appropriate</p>
<p>* Returning isolated or quarantined staff, students, or visitors to school</p>	<p>Students & staff may return to school when fever-free for 24 hours without the use of fever-reducing medication and no additional symptoms or a medical release from their physician.</p> <p>CDC Recommendation for those who have COVID-19 illness: You can be with others after 3 days with no fever (without the use of fever-reducing medication) and improved symptoms and 14 days since symptoms first appeared.</p> <p>CDC Recommendation for those who have tested positive for COVID-19 (no symptoms) may be around others 14 days after the test was given or negative results of two (2) FDA Emergency-Use authorized tests spaced 24 hours apart and improved symptoms and no fever (without the use of fever-reducing medication) for 3 days.</p> <p>CDC recommendation is that anyone who has close contact with someone with COVID-19 should stay home for 14 days after exposure.</p>
<p>*Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>Families and staff will be notified of a confirmed COVID-19 exposure or a positive case. The Superintendent of Schools, Pandemic Coordinator and Building Administration will work collaboratively to provide notifications to parents, through the use of existing District notification systems.</p> <p>The District will use an Interim Closure Decision Matrix that utilizes local spread of the virus as well as specific positive tests of students or staff to make closure decisions.</p>

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>Online learning options will be available to families through the Shippensburg Virtual Academy.</p> <p>We will observe CDC or WHO social distance guidance in the schools.</p> <p>Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case-by-case basis. Appropriate accommodations will be made to fully support their safety and learning. We will follow physician recommendations, as appropriate for the school setting.</p> <p>Follow PA Department of Health recommendations and guidelines.</p>
<p>Use of face coverings (masks or face shields) by all staff</p>	<p>Currently, masks/face coverings must be worn whenever anyone leaves home. Students over the age of 2 years old must wear a mask/face covering at school.</p> <p>Follow PA Department of Health recommendations and guidelines.</p>
<p>Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>Currently, masks/face coverings must be worn whenever anyone leaves home. Students over the age of 2 years old must wear a mask/face covering at school.</p> <p>Schools may allow students to remove their face coverings when students are:</p> <ul style="list-style-type: none"> • Eating or drinking when spaced at least 6 feet apart; • Seated at desks or assigned work spaces at least 6 feet apart; or • Engaged in any activity at least 6 feet apart (e.g. face covering breaks, recess, etc.). <p>Online learning will be available for students.</p> <p>We will observe CDC guidelines in the schools.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>Unique safety protocols for students with complex needs or other vulnerable populations will be addressed on a case-by-case basis. Appropriate accommodations will be made to fully support their safety and learning. We will follow physician recommendations, as appropriate for the school setting.</p> <p>Specific modifications to the physical space or safety requirements to ensure that students can access the curriculum may be made by IEP or 504 teams.</p> <p>Modify the previously approved school calendar to start school on 9/8/2020. This delay will allow greater preparation of facilities and increased professional development in preparation for implementing the District’s Health and Safety Plan.</p>
<p>Strategic deployment of staff</p>	<p>Staff available for bus duty Staff available to take temperatures</p> <p>Staff available to assist with lunch time & recess</p> <p>Staff available for classroom coverage</p> <p>Staff available to assist with cleaning/disinfecting</p> <p>Staff available to assist with ill students</p> <p>Staff available to monitor bathrooms</p> <p>Staff may be assigned other duties outside of normal expectations as appropriate by their supervisor to provide the services needed to implement health and safety measures during the pandemic</p>

APPENDIX

SASD -Interim School Closure Decision Matrix

Shippensburg Area School District Closure Response Criteria (1-4)				
Level of Community Spread, based upon State and Local public Health (L-M-S)	Criteria 1	Criteria 2	Criteria 3	Criteria 4
	1 Student or 1 staff member at one site OR 1 student or 1 staff member at multiple sites in different clusters	2-4 Student or staff members at one site OR 2-4 students or staff members at multiple sites in different clusters	5+ student or staff members at one site OR in one cluster (traceable)	5+ students or staff members in multiple clusters (community spread)
Low/No Spread <small>(incidence rate/100K of less than 10 per day in the county in the past week)</small>	Close school(s) for 24-48 hours to clean the school building and to provide time to complete contact tracing.	Close school(s) for 72-hours (minimum)	Close individual school or cluster for 14 days (minimum)	Close school(s)/district for 14 days (minimum)
Moderate <small>(incidence rate/100K of between 10 and 100 per day in the county in the past week)</small>	Close school(s) for 24-48 hours to clean the school building and to provide time to complete contact tracing.	Close school(s) for 72-hours (minimum)	Close individual school(s) or cluster(s) for 14 days (minimum)	Close school(s)/district for 14 days (minimum)
Substantial <small>(incidence rate/100K of more than 100 per day in the county in the past week)</small>	Close school(s) for 48 - 72 hours.	Close school(s)/district for 72-hours (minimum)	Close school/district for 14 days (minimum)	District closed until further notice
Cases will be counted as the number of positive or presumptive positive cases in a calendar week (Sunday-Sunday) per site or per District.				

<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Monitoring-Dashboard.aspx>

*Level of Community Spread, based upon State and Local Public Health	Shippensburg Area School District School Opening Matrix Shippensburg Area School District Weekly Schedule Dependent on Level of Community Spread				
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>LEVEL 1 Low / No Spread (incidence rate of 5 or less cases per day per 100,000 residents in Cumberland County and Franklin County in past week AND a 14-day downward trend in incidence rate)</p>	<p>Full in-person instruction for all learners (following key strategies and protocols)</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>	<p>Full in-person instruction for all learners (following key strategies and protocols)</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>	<p>Full in-person instruction for all learners (following key strategies and protocols)</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>	<p>Full in-person instruction for all learners (following key strategies and protocols)</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>	<p>Full in-person instruction for all learners (following key strategies and protocols).</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>
<p>LEVEL 2 Moderate Spread (incidence rate of 6 to 100 cases per day per 100,000 residents in Cumberland and Franklin County in the past week)</p> <p>Key considerations for determining/transitioning between Hybrid Cohort Model and Full-time Distance Learning Model at Buildings:</p> <ul style="list-style-type: none"> • Teaching Staff • Support Staff • Bus Loads <50 • Congregate Areas • Classroom Social Distancing • Cafeteria Social Distancing 	<p>Full in-person instruction for all learners (following key strategies and protocols)</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>	<p>Full in-person instruction for all learners (following key strategies and protocols)</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>	<p>Asynchronous distance learning for all K-12 students. Teacher office hours for Halls-to-Home students.</p>	<p>Full in-person instruction for all learners (following key strategies and protocols)</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>	<p>Full in-person instruction for all learners (following key strategies and protocols)</p> <p>Full-time online Halls-to-Home and S.A.V.E students</p>

<p>LEVEL 3 Substantial Spread (incidence rate of greater than 100 cases per day per 100,000 residents in Cumberland and Franklin County in the past week for a two-week period)</p>	<p>Full-time distance learning with SASD teachers Or Hybrid Learning K-5 with SASD teachers IEP students 4 days/week</p> <p><u>Full-time online Halls-to-Home and S.A.V.E students</u></p>	<p>Full-time distance learning with SASD teachers Or Hybrid Learning K-5 with SASD teachers IEP students 4 days/week</p> <p><u>Full-time online Halls-to-Home and S.A.V.E students</u></p>	<p>Full-time distance learning with SASD teachers Or Hybrid Learning K-5 with SASD teachers IEP students 4 days/week</p> <p><u>Full-time online Halls-to-Home and S.A.V.E students</u></p>	<p>Full-time distance learning with SASD teachers Or Hybrid Learning K-5 with SASD teachers IEP students 4 days/week</p> <p><u>Full-time online Halls-to-Home and S.A.V.E students</u></p>	<p>Full-time distance learning with SASD teachers Or Hybrid Learning K-5 with SASD teachers IEP students 4 days/week</p> <p><u>Full-time online Halls-to-Home and S.A.V.E students</u></p>
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*<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Monitoring-Dashboard.aspx>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for Shippensburg Area School District reviewed and approved the Phased School Reopening Health and Safety Plan on August 10, 2020.

The plan was approved by a vote of:

 8 Yes

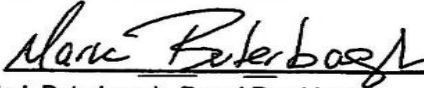
 1 No

Affirmed on: August 10, 2020

By:



Signature* of Board President



Mark Buterbaugh, 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.



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.

Shippensburg Area School District

(Name of Public School Entity)

affirms that it has

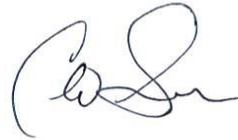
attached this signed Attestation to its Local Health and Safety Plan (the "Plan") in order to reflect provisions above, and that, by doing so, this attestation becomes part of the Plan and has been or will be fully implemented by November 30, 2020, or three business days after the county in which the 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:



(Signature of Governing Board President/Chair)



(Signature of Chief School Administrator)

President, Governing Board

Chair, Governing Board

Mr. Mark Buterbaugh

(Printed Name of Governing Board President/Chair)

Date Signed: 11/24/20

Chief School Administrator

Dr. Chris Suppo

(Printed Name of Chief School Administrator)

Date Signed: 11/24/20



Pennsylvania Interscholastic Athletic Association

**Return to
Competition:**

Individual Sport Guidelines

Pennsylvania Interscholastic Athletic Association

National Federation of State High School Associations

Pennsylvania Department of Education

Pennsylvania Department of Health

Sports Medicine Advisory Committee

Board Approved: September 14, 2020

Return to Competition: General Guidelines for All Sports



Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Pennsylvania Department of Education (PDE)
Pennsylvania Department of Health (DOH)
Sports Medicine Advisory Committee (SMAC)

The Pennsylvania Interscholastic Athletic Association (PIAA), drawing on the expertise of the National Federation of State High School Associations (NFHS), Pennsylvania Department of Education (PDE), Pennsylvania Department of Health (DOH) and PIAA Sports Medicine Advisory Committee (SMAC), offers this document as guidance on how PIAA member schools may consider approaching the “Return to Competition” for high school athletics in Pennsylvania. While we all remained concerned about the dangers of COVID-19, PIAA believes it is essential to the physical and mental well-being of high school students across the Commonwealth that efforts be made to return to physical activity and athletic competition where that can occur in a reasonably safe environment.

With that goal in mind, PIAA offers these considerations for the 2020-2021 school year on “Return to Competition” (at this time the PIAA individual sport considerations are just for fall sports). The considerations outlined in this document are meant to decrease potential exposure of COVID-19 to a degree that competition can occur. As we continue to gain more information about the virus and receive continued feedback from the Governor’s Office, Department of Health, and Department of Education, these documents may be adjusted or even suspended to adapt to an ever-changing environment.

PIAA is committed to maximizing the athletic opportunities for student-athletes across the entire Commonwealth and will remain flexible in considering that certain sports may be impacted differently and post-season play may need to be modified.

Based on currently known information, the PIAA Sports Medicine Advisory Committee believes that **STRICT ADHERENCE** by schools and teams to their school-adopted plans and the Governor’s School Sports Guidance should provide a reasonably safe environment for student-athletes to participate in interscholastic athletics as currently scheduled. Participation in High School sports is voluntary for both the individuals and the schools.

Protect Yourself, Protect Others, Protect the Season

GENERAL RECOMMENDATIONS (APPLY TO ALL SPORTS):

- Individuals (student-athletes, coaches, officials, and other athletic personnel) should complete a personal health assessment daily.
 - If your temperature is 100.4 or higher, individual is showing symptoms or is sick, stay home.
 - Cover your mouth and nose with a tissue when coughing or sneezing.
 - Adhere to school adopted plans if you begin to show symptoms.
 - Regularly and thoroughly wash your hands with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains at least 60% alcohol.
 - Make sure to emphasize to all participants the importance of washing hands or using hand sanitizer before, during, and after competitions.
- Schools are recommended to ensure that your facilities have been properly sanitized and have hand sanitizer and disposable masks readily available for practices and contests.
- Clean and disinfect frequently touched surfaces and equipment including balls. (Please use recommendations by the ball manufacturer)
- Social distancing of at least 6 feet should be maintained at all times, where feasible. No hugging, high fives, shaking hands, or fist bumps for support/encouragement.
 - Social distancing should be maintained during the National Anthem and on sidelines.
 - Outdoor sports may need to extend bench areas to permit social distancing. Indoor sports may need to use bleachers or multiple levels of seating to ensure social distancing.
- Individuals are required to wear face coverings in accordance with the Secretary of Health's order on July 1, 2020, unless they meet the exceptions under Section 3 of this order.
 - 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 (if permitted) 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.
 - There are no color restrictions on face coverings; however, face coverings must adhere to the Restriction on Advertisements or Sponsors Names on Uniforms policy, as adopted by the PIAA Board of Directors.
- Have a hydration plan and ability to provide water to student-athletes and coaches in a safe manner. Coordinate with visiting Teams to ensure that they have safe access to water for their participants.
- If a positive COVID-19 case is determined, follow their school safety plans, Department of Health, CDC, and local health guidelines in determining the plan of action.

REQUIREMENTS FOR STUDENT-ATHLETES:

- Teams will establish that each student responsible for their own supplies.
- Students will wear their own appropriate workout clothing and not share clothing.
 - Individual clothing/towels needs to be washed and cleaned after every workout.
- Hand sanitizer should be plentiful at all contests and practices.
 - Athletes need tell coaches immediately when they are not feeling well.
- Student-Athletes should keep their mouth guards in their mouth throughout the competition. If the mouth guard is taken out proper disinfection of the mouth guard should be performed prior to reinsertion. Hands should also be washed or disinfected before doing so.
- Student-athletes are encouraged to develop healthy habits including, but not limited to, a balanced diet, adequate sleep, and proper hydration.
 - Healthy eating and attention to hydration is especially important for student-athletes to enhance training capacity and reduce the risk of illness and injury.
- Bring and use your own water bottle.
 - High school athletes are at increased risk for dehydration. It is important that you drink enough fluid before, during and after practice and competition.
 - Student-athletes should follow established guidelines for hydration.
 - Please see National Athletic Trainer Association (NATA) Resource:
 - ▢ [Healthy Hydration For Young Athletes](#)
- Student-athletes are encouraged to shower as quickly as possible after practice and games.

REQUIREMENTS FOR COACHES:

- Communicate your guidelines in a clear manner to students and parents.
- Consider conducting workouts in “pods” of same students always training and rotating together in practice to ensure more limited exposure if someone develops an infection.
- Keep accurate records of those athletes and staff who attend each practice in case contact tracing is needed.
- Coaches should limit game day squad sizes for social distancing purposes.
- Coaches are reminded to wear proper coaching attire per weather conditions.
- Coaches need to bring their own water bottle(s) and follow established guidelines for hydration.

REQUIREMENTS FOR PARENTS/GUARDIANS:

(A family’s role in maintaining safety guidelines for themselves and others):

- Parents/Guardians should monitor their children of any symptoms prior to any sporting activities. Children who are sick or showing symptoms **must** stay home. (If there is doubt stay home).
- Parents/Guardians and coaches should assess levels of risk based on individual athletes on the team who may be at a higher risk for severe illness.
- Provide personal items for your child and clearly label them.

- Disinfect your student’s personal equipment after each game or practice.
- Be prepared with face coverings for members of your family if permitted to attend events.
- Inform coaches if your student-athlete has been exposed to someone who is known to have COVID-19.

REQUIREMENTS WHEN TRAVELING TO A COMPETITION:

- Make sure to communicate with the host school prior to the competition to discuss plans.
- Follow all policies and guidelines the host school has communicated.
- Make sure your team is bringing its own medical supplies and emergency action plans.
- Have a plan in place if someone begins to show symptoms.

REQUIREMENTS WHEN HOSTING A COMPETITION:

- Make sure to have an administrative contact (cell number and email address) for all events.
- Communicate ahead of time with the incoming schools and officials about procedures, policies and guidelines.
 - Examples to be covered include but not limited to, the following:
 - Parking;
 - Where to enter facility;
 - What equipment should the visiting team bring;
 - Water availability;
 - Bench area seating (how many players can be accommodated to maintain social distancing);
 - Locker room availability and resources;
 - Emergency action plans;
 - How will game day paperwork be handled (electronic exchange of information is preferred).
- Make sure facilities have been properly sanitized before the visiting team has arrived.
 - Have hand sanitizer and disposable masks readily available.
- Clean and disinfect frequently touched surfaces and equipment including balls.
- Have a plan in place if someone begins to show symptoms.
- Visiting teams will be required to provide a Game Day Covid Screening form before entering the premises, that requirement and document should be provided to the visiting team in advance so that it may be completed. (Appendix)

GATHERING LIMITATIONS:

- In the Preliminary School Sports Guidance document which was released by the Governor’s Office on June 10th and updated on July 15th, any sports-related activities in Yellow or Green phased counties must adhere to the gathering limitations set forth by the Governor’s Plan for Phased Reopening (25 in yellow, 250 outdoors and 25 indoors in green). During the Yellow and Green phases of reopening, sports-related activities at the PK-12 level are limited to student athletes, coaches, officials, and staff only.

REQUIREMENTS FOR SPECTATORS:

At this time spectators for K-12 events are permitted, if they fit within the parameters of 250 total individuals for an outside event and 25 total individuals for an indoor event.

- The Preliminary School Sports Guidance document states that, “The addition of visitors and spectators will be contingent upon future health conditions within the state and local communities.” We anticipate that more information will be forthcoming from the Governor’s Office and Department of Education.
- Should spectators be permitted to attend contests:
 - Seating areas, including bleachers, must adhere to social distancing requirements of at least 6 feet of spacing for anyone not in the same household. To assist with proper social distancing, areas should be clearly marked. Adults must use face coverings (masks or face shields) at all times.
 - Spectators should not enter the field of play or bench areas.
 - Nonessential visitors, spectators, and volunteers will not be permitted.

REQUIREMENTS FOR MEDIA:

- Media members will be screened at the entrance.
- If temperature is 100.4 or higher, individual is showing symptoms or is sick, stay home.
- The media must make contact with the school prior to attending to make appropriate arrangement for attendance.
- Media availability may be limited especially if there are limits on capacity.
- Media will be restricted to areas outside of the team areas.
- Interview request may be limited and should be accommodated only if social distancing protocols can be followed.
- Media are required to wear face covering in accordance with the Secretary of Health’s order of July 1 2020, unless they meet exceptions under Section 3 of that order.
- Locker room access and access to student-athletes will be monitored or limited on a case-by-case basis and, if it occurs, media must wear face coverings while in a building and maintain social distancing in all locations.
- Press box availability will be limited.

REQUIREMENTS FOR GAME DAY WORKERS:

- Individuals are required to wear face coverings in accordance with the Secretary of Health’s order of July 1, 2020, unless they meet the exceptions under Section 3 of this order.

LIVESTREAM:

- Mid Penn Broadcasting will continue to livestream all football games.
- Booster Clubs are providing equipment to livestream all other events.

Return to Competition: General Considerations for Field Hockey



Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Pennsylvania Department of Education (PDE)
Pennsylvania Department of Health (DOH)
Sports Medicine Advisory Committee (SMAC)

SPORT: Cross Country

STAFF LIAISON: Mark Byers

The NFHS has determined that cross-country is a lower risk sport (sports that can be done with social distancing or individually with no sharing of equipment or the ability to clean the equipment between use by competitors).

CROSS COUNTRY RULE CONSIDERATIONS:

- Schools are encouraged to comply with NFHS Rule 8-5, that events contested with 4 or fewer teams be limited to a maximum of 12 participants from each team.
- Cross-country meets should consider using staggered, wave or interval starts.
- Possible Rule Modifications:
 - Consider widening the course to at least 6 feet at its narrowest point.
- Finish:
 - We will increase the size of the start line as well as the finish corral.
 - We will be using an FAT timing system so that we can stagger starts and limit group size.

PRE AND POST RACE CEREMONY:

- Pre and Post-Race Ceremony: Establish cross-country specific social distancing meet protocols including the elimination of handshakes before and after the race.
- The use of team tents on site is discouraged.
- Teams are expected to provide individual water for their athletes and discourage the use of water stations and open cups.

CONSIDERATION FOR CROSS COUNTRY OFFICIALS:

- Please review the General Considerations for Officials.
- Follow social distancing guidelines:
 - Pre and Post Meet conferences.
 - Clerking at the start line.
 - Tabulations and posting of results.
- Consider using electronic whistle.



Return to Competition: General Considerations for Field Hockey

Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Pennsylvania Department of Education (PDE)
Pennsylvania Department of Health (DOH)
Sports Medicine Advisory Committee (SMAC)

SPORT: Field Hockey

STAFF LIAISON: Melissa Mertz

The NFHS has determined that field hockey is a moderate risk sport (sports that involve close, sustained contact, but with protective equipment in place that may reduce the likelihood of respiratory particle transmission between participants OR intermittent close contact OR group sports OR sports that use equipment that can't be cleaned between participants).

*Field Hockey could potentially be considered "Lower Risk" with appropriate cleaning of equipment and use of masks by participants.

FIELD HOCKEY RULES CONSIDERATIONS:

- ***PREGAME CONFERENCE:***
 - Limit attendees to one official, the head coach from each team, and a single captain from each team.
 - Move the location of the pregame conference to center of the field. All individuals should maintain a social distance of 6 feet during the conference.
 - Suspend handshakes prior to and following the Pregame Conference.
- ***TEAM BENCHES:***
 - Team areas may be expanded to promote social distancing.
 - Bench personnel will observe social distancing of 6 feet when possible.
- ***BALL INDIVIDUALS:***
 - Maintain social distancing of 6 feet. When possible, additional game balls may be placed around the outside of the field to limit contact with the ball. Ball holders are encouraged to use their feet or wear gloves to return balls to designated areas or field players.
- ***SUBSTITUTION PROCEDURES:***
 - Maintain social distancing of 6 feet between the substitute, officials and/or teammate(s) by encouraging substitutions to occur closer to the center line.
- ***OFFICIALS' TABLE:***
 - Limited to essential personnel, which includes home team scorer and timer with a recommend distance of 6 feet between individuals. Visiting team personnel (scorer, statisticians, etc.) are not deemed essential personnel and will need to find an alternative location.
 - If a team member is carded, it is recommended to mark a location of where the individual is to stand that is socially distant from the officials' table.

- **OTHER:**
 - Players choosing to use a penalty corner mask will not share their mask with other individuals.

PREGAME, QUARTER, HALF TIME AND POST GAME CEREMONY:

- No pregame introduction line. Send players to their field positions for introductions.
- Water bottles will not be allowed on the field of play and should be used off the playing surface.
- Coaches are encouraged to hold pre-game, quarter, half-time and post-game meetings socially distant and off the playing surface, where possible.
- No post-game shaking hands.

FIELD HOCKEY RULES INTERPRETATIONS:

- ***EQUIPMENT AND ACCESSORIES:***
 - Face coverings are permitted.
 - Gloves are permitted.
 - Players' goggles are optional equipment.

- ***LEGAL UNIFORM:***
 - Long sleeves are permitted.
 - Long pants are permitted.
 - Undergarments are permitted but must be of a similar length for the individual and a solid like color for team.

- ***OFFICIALS UNIFORM AND EQUIPMENT:***
 - Long-sleeved shirt/jackets are permitted.
 - Electronic whistles are permitted.
 - Face coverings are permitted.
 - Gloves are permitted.

CONSIDERATION FOR FIELD HOCKEY OFFICIALS:

- Please review the General Considerations for Officials.
- Officials may use electronic whistles during contests but must be aware of the increased risk of inadvertent whistles.
- Social distancing guidelines should be employed during the contest for officials when interacting with coaches and student-athletes (ex. penalties or carding).

Return to Competition: General Considerations for Football



Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Pennsylvania Department of Education (PDE)
Pennsylvania Department of Health (DOH)
Sports Medicine Advisory Committee (SMAC)

SPORT: Football

STAFF LIAISON: Bob Lombardi

The NFHS has determined that football is a higher risk sport that involves close, sustained contact between participants, lack of significant protective barriers, and high probability that respiratory particles will be transmitted between participants.

FOOTBALL RULES CONSIDERATIONS:

- **TEAM BOX:**
 - The team box will be extended on both sides of the field to the 10-yard lines (for players only) in order for more social-distancing space for the teams.
 - Visiting teams should reduce game rosters to allow for more social distancing on sidelines.
 - Where feasible, extend the 2-yard sideline belt to 5 yards.
 - Maintain social distancing of 6 feet at all times while in the team box.
 - Do not share uniforms, towels and other apparel and equipment.
- **BALL:**
 - The ball should be cleaned and sanitized throughout the contest as recommended by the ball manufacturer.
 - The ball holders should maintain social distancing of 6 feet at all times during the contest.
 - Clean the ball on a ball rotation to the sidelines. Have ball individuals wear gloves and be supervised and directed by an adult staff member or member of coaching staff.
- **FACE MASKS:**
 - Cloth face coverings are permitted.
 - Plastic shields covering the entire face (unless integrated into the facemask and attached to the helmet and clear without the presence of any tint) are not allowed during the contest.
 - Face shields – It is recommended that teams promote their use by players. Face shields may be worn for play as well as on the sidelines. Helmet manufacturer Shutt has developed a face shield and another is manufacturer by Oakley that is being used by the NFL. It will fit the Riddell helmet.
- **TOOTH AND MOUTH PROTECTORS:**
 - Student-Athletes are recommended to keep their mouth guards in their mouth throughout the competition. If the mouth guard is taken out proper disinfection of the mouth guard should be performed prior to reinsertion. Hands should also be washed or disinfected before doing so.

- **GLOVES:**
 - Gloves are permitted but still must comply with Rule 1-5-2b by meeting either the NOCSAE Standard or the SFIA Specification.
- **CHARGED TIME-OUTS AND AUTHORIZED CONFERENCES:**
 - A single charged time-out may be extended to a maximum of two minutes in length specifically to allow more time for re-hydration.
 - For social-distancing purposes the authorized conference for the charged time-out should take place between the 9-yard marks and not at the sideline. (It would be permissible for more than one coach to be involved in this conference and for technology to be used.)
 - Each game official and player should have their own beverage container.
 - Encourage the minimization of offensive and defensive huddles and encourage coaching staffs to utilize other methods of communication with players (such as signals, cards, signs) to minimize grouping.
- **INTERMISSION BETWEEN PERIODS AND AFTER SCORING:**
 - The intermission may be extended to a maximum of two minutes between the first and second and the third and fourth periods and following a try, successful field goal or safety, and prior to the succeeding free kick.

FOOTBALL GAME OFFICIALS MANUAL CONSIDERATIONS:

- **GAME OFFICIALS UNIFORM AND EQUIPMENT:**
 - Electronic whistles are permitted (supplies are limited).
 - Choose a whistle whose tone will carry outside.
 - Cloth face coverings are permitted.
 - Gloves are permitted.
 - Do not share uniforms, towels and other apparel and equipment.
- **PREGAME CONFERENCE, COIN TOSS AND OVERTIME PROCEDURES:**
 - For the coin toss, limit attendees to the referee, and one designated representative from each team.
 - Coin toss should take place in the center of the field with designated individuals maintaining social distancing of 6 feet.
 - No handshakes prior to and following the coin toss.
 - Maintain social distancing of 6 feet while performing all pregame responsibilities with all officiating crew members, game administration staff, line-to-gain crew, clock operators, and individuals handling the balls during the game and team personnel.
 - Line-to-gain crew must wear face coverings.
 - For the overtime procedure, please use the same procedure as used at the start of the contest for the coin toss.

PREGAME, QUARTER, HALF TIME AND POST GAME CEREMONY:

- Water bottles are discouraged on the field of play and should be used off the playing surface.
- Coaches are encouraged to hold pre-game, quarter, half-time and post-game meetings socially distant and off the playing surface, where possible.
- No post game of shaking hands.

FINAL CONSIDERATIONS FOR FOOTBALL:

- Before, during and after the contest, players, coaches, game officials, team personnel and game administration officials should wash and sanitize their hands as often as possible.
- Maintain social distancing of 6 feet at all times while on the sidelines and on the field of play when possible.
- Everyone should have their own beverage container that is not shared.
- Cloth face coverings are permitted for all coaches and team staff and for all game administration officials.
- Gloves are permitted for all coaches and team staff and for all game administration officials.
- Try and limit the number of non-essential personnel who are on the field level throughout the contest.
- If available, dressing facilities for game officials and teams should be large enough for them to use social-distancing protocols and should be properly cleaned and sanitized prior to their arrival.

CONSIDERATION FOR FOOTBALL OFFICIALS:

- Please review the General Considerations for Officials.
- Officials may use electronic whistles during contests but must be aware of increased risk of inadvertent whistles.
- Social distancing guidelines should be employed during the contest for officials when interacting with coaches and student-athletes.
- The football should be changed or sterilized by sidelined personnel frequently.
- Officials will have to limit the handling of other officials' equipment (ex. assist in picking up flags or beanbags).

Return to Competition: General Considerations for Golf



Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Pennsylvania Department of Education (PDE)
Pennsylvania Department of Health (DOH)
Sports Medicine Advisory Committee (SMAC)

SPORT: Golf

STAFF LIAISON: Mark Byers

The NFHS has determined that golf is a lower risk sport (sports that can be done with physical distancing or individually with no sharing of equipment or the ability to clean the equipment between uses by competitors).

COMPETITION CONSIDERATIONS:

- Schools may adhere to local course competition rules in relation to COVID-19 accommodations.
- Social distancing of at least 6 feet should be maintained at all times. No hugging, shaking hands, or fist bumps for support/encouragement.
- Normal golf groups are permitted.
- Limit use of golf shop and retail operations to maintain social distancing guidelines. If social distancing cannot be maintained, golf shop access should be prohibited prior to the competition.
- To limit congestion, limiting field size and starting from one tee only is recommended. Also, consider the expanded spacing of starting times (12 minutes apart for groups of 3 and 15 minutes apart for groups of 4)
- Tees, pencils and ball-markers and sharpies will not be available. Players must bring their own equipment and food/beverage as needed.
- Electronic scoring is permitted for Regular Season competition. The exchange of scorecards by players is discouraged and verbal confirmation of scores may be accepted.
- To limit congestion, it is recommended that a window of time be established for players to access practice facilities before their round based on their starting times.
- It is recommended that practice facilities not be used after the round and that all players be encouraged to depart immediately when finished.



Return to Competition: General Considerations for Soccer

Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Pennsylvania Department of Education (PDE)
Pennsylvania Department of Health (DOH)
Sports Medicine Advisory Committee (SMAC)

SPORT: Soccer

STAFF LIAISON: Mark Byers

The NFHS has determined that soccer is a moderate risk sport (sports that involve close, sustained contact, but with protective equipment in place that may reduce the likelihood of respiratory particle transmission between participants OR intermittent close contact OR group sports OR sports that use equipment that can't be cleaned between participants).

SOCCER RULES CONSIDERATIONS:

- ***PREGAME CONFERENCE:***
 - Limit attendees to head referee or center referee, the head coach from each team, and a single captain from each team.
 - Move the location of the pregame conference to center of the field. All individuals should maintain a social distance of 6 feet.
 - No handshakes prior to and following the Pregame Conference.
- ***BALL INDIVIDUALS:***
 - Encourage social distancing of 6 feet. When possible, additional game balls may be placed around the outside of the field to limit contact with the ball. Ball holders are encouraged to use their feet or wear gloves to return balls to designated areas or field players.
- ***TEAM BENCHES:***
 - Encourage bench personnel to observe social distancing of 6 feet.
 - Team areas will be expanded to promote social distancing.
- ***SUBSTITUTION PROCEDURES:***
 - Maintain social distancing of 6 feet between the substitute, officials and/or teammate(s) by encouraging substitutions to occur closer to the center line.
- ***OFFICIALS TABLE:***
 - Limit to essential personnel who includes home team scorer and timer with a recommend distance of 6 feet between individuals. Visiting team personnel (scorer, statisticians, etc.) are not deemed essential personnel and will need to find an alternative location.

PREGAME, HALF-TIME AND POST MATCH CEREMONY:

- No pregame world cup introduction line pre-half team huddles on the field. Send players to their field positions with bench personnel lined up on the touch line (6 feet apart) for introductions.
- Water bottles are discouraged on the field of play and should be used off the playing surface. Goalkeepers can keep a water bottle behind the net for the purpose of wetting their gloves rather than spitting.

- Coaches are encouraged to hold pre-game, half-time and post-game meetings socially distant and off the playing surface, where possible.
- No post-game shaking hands.

SOCCER RULES INTERPRETATIONS:

- ***EQUIPMENT AND ACCESSORIES:***
 - Cloth face coverings are permitted.
 - Gloves are permitted.
- ***LEGAL UNIFORM:***
 - Long sleeves are permitted.
 - Long pants are permitted.
 - Under garments are permitted but must be of a similar length for the individual and a solid like color for team.
- ***OFFICIALS UNIFORM AND EQUIPMENT:***
 - Long-sleeved shirt/jackets are permitted.
 - Electronic whistles are permitted.
 - Face coverings are permitted.
 - Gloves are permitted.

CONSIDERATION FOR SOCCER OFFICIALS:

- Please review the General Considerations for Officials.
- Officials may use electronic whistles during contests but must be aware of increased risk of inadvertent whistles.
- Social distancing guidelines should be employed during the contest for officials when interacting with coaches and student-athletes (ex. penalties or carding).

Return to Competition: General Considerations for Field Hockey



Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Pennsylvania Department of Education (PDE)
Pennsylvania Department of Health (DOH)
Sports Medicine Advisory Committee (SMAC)

SPORT: Volleyball

STAFF LIAISON: Jen Grassel

The NFHS has determined that volleyball is a moderate risk sport (sports that involve close, sustained contact, but with protective equipment in place that may reduce the likelihood of respiratory particle transmission between participants OR intermittent close contact OR group sports OR sports that use equipment that can't be cleaned between participants.

**Volleyball could potentially be considered "Lower Risk" with appropriate cleaning of equipment and use of masks by participants.)*

VOLLEYBALL RULES CONSIDERATIONS:

- **PRE-MATCH CONFERENCE:**
 - Limit attendees to the first referee, head coach, and one captain from each team.
 - Move the location of the pre-match conference to center court with one coach and one referee positioned on each side of the net. All four individuals should maintain a social distance of 6 feet.
 - Suspend roster submission at the pre-match conference. Rosters should be submitted directly to the officials' table before the 10-minute mark.
- **TEAM BENCHES:**
 - Suspend the protocol of teams switching sides/benches between sets.
 - Home team will select their bench prior to the match and remain on the same side for the duration of the match.
 - Team areas may be expanded to promote social distancing outside of playable areas.
- **DECIDING SET PROCEDURES:**
 - Move the location of the deciding set coin toss to center court with team captains and the second referee maintaining the appropriate social distance of 6 feet. A coin toss, called by the home team, will decide serve/receive.
 - Suspend the protocol of teams switching sides/benches before a deciding set.
- **SUBSTITUTION PROCEDURES:**
 - Maintain social distancing of 6 feet between the second referee and the player and substitute by encouraging substitutions to occur within the substitution zone closer to the attack line.
- **OFFICIALS' TABLE:**
 - Limit to essential personnel (which includes home team scorer, libero tracker and timer), with a recommend distance of 6 feet between individuals. Visiting team personnel (scorer, statisticians, etc.) are not deemed essential personnel and will need to find an alternative location.

VOLLEYBALL OFFICIALS MANUAL CONSIDERATIONS:

○ PRE AND POST MATCH CEREMONY

- Establish volleyball specific social distancing match protocols including the elimination of handshakes before and after the match.

VOLLEYBALL RULES INTERPRETATIONS:

○ EQUIPMENT AND ACCESSORIES:

- Cloth face coverings are permitted.
- Gloves are permitted.

○ LEGAL UNIFORM

- Long sleeves are permitted.
- Long pants are permitted.
- Under garments are permitted, but must be unadorned and of a single, solid color similar in color to the predominant color of the uniform top or bottom.

○ OFFICIALS UNIFORM AND EQUIPMENT:

- By state association adoption, long-sleeved, all-white collared polo shirt/sweater is permitted. (Electronic whistles are permitted.)
- Face coverings are permitted.
- Gloves are permitted.

CONSIDERATION FOR VOLLEYBALL OFFICIALS:

- Please review the General Considerations for Officials.
- Officials are permitted to use electronic whistles but must be aware of signaling difficulties when using both hands and the increased chance of inadvertent whistles.
- Use of a three ball rotation system should be considered for matches. This would allow for periodic sanitation of the balls.



Pennsylvania Interscholastic Athletic Association

Return to Play – Individual Sport Guidelines

Referencing Orders and Guidelines from the Following Resources:

National Federation of State High School Associations

Pennsylvania Department of Education

Pennsylvania Department of Health

Sports Medicine Advisory Committee



SASD Board Approved: 12-7-20

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Return to Competition: General Guidelines for All Sports

Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Sports Medicine Advisory Committee (SMAC)

The Pennsylvania Interscholastic Athletic Association (PIAA), drawing on the expertise of the National Federation of State High School Associations (NFHS), Pennsylvania Department of Education (PDE), Pennsylvania Department of Health (DOH) and PIAA Sports Medicine Advisory Committee (SMAC), offers this document as guidance on how PIAA member schools may consider approaching the “Return to Competition” for high school athletics in Pennsylvania. While we all remained concerned about the dangers of COVID-19, PIAA believes it is essential to the physical and mental well-being of high school students across the Commonwealth that efforts be made to return to physical activity and athletic competition where that can occur in a reasonably safe environment.

With that goal in mind, PIAA offers these considerations for the 2020-2021 school year on “Return to Competition” (at this time the PIAA individual sport considerations are just for fall sports). The considerations outlined in this document are meant to decrease potential exposure of COVID-19 to a degree that competition can occur. As we continue to gain more information about the virus and receive continued feedback from the Governor’s Office, Department of Health, and Department of Education, these documents may be adjusted or even suspended to adapt to an ever-changing environment.

PIAA is committed to maximizing the athletic opportunities for student-athletes across the entire Commonwealth and will remain flexible in considering that certain sports may be impacted differently and post-season play may need to be modified.

Based on currently known information, the PIAA Sports Medicine Advisory Committee believes that **STRICT ADHERENCE** by schools and teams to their school-adopted plans and the Governor’s School Sports Guidance should provide a reasonably safe environment for student-athletes to participate in interscholastic athletics as currently scheduled. Participation in High School sports is voluntary for both the individuals and the schools.

Protect Yourself, Protect Others, Protect the Season

GENERAL GUIDELINES (APPLY TO ALL SPORTS):

- Individuals (student-athletes, coaches, officials, and other athletic personnel) should complete a personal health assessment daily.
 - If your temperature is 100.4 or higher, individual is showing symptoms or is sick, stay home.
 - Cover your mouth and nose with a tissue when coughing or sneezing.
 - Adhere to school adopted plans if you begin to show symptoms.
- Regularly and thoroughly wash your hands with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains at least 60% alcohol.
 - Make sure to emphasize to all participants the importance of washing hands or using hand sanitizer before, during, and after competitions.
- Schools are recommended to ensure that your facilities have been properly sanitized and have hand sanitizer and disposable masks readily available for practices and contests.
- Clean and disinfect frequently touched surfaces and equipment including balls. (Please use recommendations by the ball manufacturer)
- Social distancing of at least 6 feet should be maintained at all times, where feasible. No hugging, high fives, shaking hands, or fist bumps for support/encouragement.
 - Social distancing should be maintained during the National Anthem and on sidelines.
 - Outdoor sports may need to extend bench areas to permit social distancing. Indoor sports may need to use bleachers or multiple levels of seating to ensure social distancing.
- Individuals are required to wear face coverings in accordance with the Secretary of Health's order on November 18, 2020, unless they meet the exceptions under Section 3 of this order.
 - 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 (if permitted) 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.
 - There are no color restrictions on face coverings; however face coverings must adhere to the Restriction on Advertisements or Sponsors Names on Uniforms policy, as adopted by the PIAA Board of Directors.
- **Have a hydration plan and ability to provide water to student-athletes and coaches in a safe manner. Coordinate with visiting Teams to ensure that they have safe access to water for their participants.**
- If a positive COVID-19 case is determined, follow their school safety plans, Department of Health, CDC, and local health guidelines in determining the plan of action.

GUIDELINES FOR STUDENT-ATHLETES:

- Teams should consider making each student responsible for their own supplies.
- Students should wear their own appropriate workout clothing and not share clothing. Individual clothing/towels should be washed and cleaned after every workout.
- Hand sanitizer should be plentiful at all contests and practices.
- Athletes should tell coaches immediately when they are not feeling well.
- Student-Athletes should keep their mouth guards in their mouth throughout the competition. If the mouth guard is taken out proper disinfection of the mouth guard should be performed prior to reinsertion. Hands should also be washed or disinfected before doing so.
- Student-athletes are encouraged to develop healthy habits including, but not limited to, a balanced diet, adequate sleep, and proper hydration.
 - Healthy eating and attention to hydration is especially important for student-athletes to enhance training capacity and reduce the risk of illness and injury.
- Bring and use your own water bottle.
 - High school athletes are at increased risk for dehydration. It is important that you drink enough fluid before, during and after practice and competition.
 - Student-athletes should follow established guidelines for hydration.
 - Please see National Athletic Trainer Association (NATA) Resource:
 - [Healthy Hydration for Young Athletes](#)
- Student-athletes are encouraged to shower as quickly as possible after practice and games.

GUIDELINES FOR COACHES:

- Communicate your guidelines in a clear manner to students and parents.
- Consider conducting workouts in “pods” of same students always training and rotating together in practice to ensure more limited exposure if someone develops an infection.
- Keep accurate records of those athletes and staff who attend each practice in case contact tracing is needed.
- Coaches should limit game day squad sizes for social distancing purposes.
- Coaches are reminded to wear proper coaching attire per weather conditions.
- Coaches should bring their own water bottle(s) and follow established guidelines for hydration.

GUIDELINES FOR PARENTS/GUARDIANS:

(A family’s role in maintaining safety guidelines for themselves and others):

- Parents/Guardians should monitor their children of any symptoms prior to any sporting activities. Children who are sick or showing symptoms must stay home. (If there is doubt stay home).
- Parents/Guardians and coaches should assess levels of risk based on individual athletes on the team who may be at a higher risk for severe illness.
- Provide personal items for your child and clearly label them.
- Disinfect your student’s personal equipment after each game or practice.
- Be prepared with face coverings for members of your family if permitted to attend events.

- Inform coaches if your student-athlete has been exposed to someone who is known to have COVID19.

GUIDELINES WHEN TRAVELING TO A COMPETITION:

- Make sure to communicate with the host school prior to the competition to discuss plans.
- Follow all policies and guidelines the host school has communicated.
- Make sure your team is bringing its own medical supplies and emergency action plans.
- Have a plan in place if someone begins to show symptoms.

GUIDELINES WHEN HOSTING A COMPETITION:

- Make sure to have an administrative contact (cell number and email address) for all events.
- Communicate ahead of time with the incoming schools and officials about procedures, policies and guidelines.
 - Examples to be covered include but not limited to, the following:
 - Parking;
 - Where to enter facility;
 - What equipment should the visiting team bring;
 - Water availability;
 - Bench area seating (how many players can be accommodated to maintain social distancing);
 - Locker room availability and resources;
 - Emergency action plans;
 - How will game day paperwork be handled (electronic exchange of information is preferred).
- Make sure facilities have been properly sanitized before the visiting team has arrived.
 - Have hand sanitizer and disposable masks readily available.
- Clean and disinfect frequently touched surfaces and equipment including balls.
- Have a plan in place if someone begins to show symptoms.
- If your school will require anyone to execute a liability waiver before entering the premises, that requirement and document should be provided to all persons in advance so that it may be reviewed.

GATHERING LIMITATIONS:

- In the [All Sports Guidance](#) document which was released by the Governor's Office on June 10th and most recently updated on November 19th. All sports-related gatherings must conform with the [amended guidelines on safe gathering limits released by the Department of Health](#) on November 23, 2020. Under the new amendment, venues hosting events or gatherings must determine their established occupancy limit as defined by the National Fire Protection Association (NFPA) Life Safety Code and then apply the attendee calculator to determine how many attendees are permitted to attend the event or gathering.

GUIDELINES FOR SPECTATORS:

- Spectators are permitted.

- All sports-related gatherings must conform with the [amended guidelines on safe gathering limits released by the Department of Health](#) on November 23, 2020. Under the new amendment, venues hosting events or gatherings must determine their established occupancy limit as defined by the National Fire Protection Association (NFPA) Life Safety Code and then apply the attendee calculator to determine how many attendees are permitted to attend the event or gathering. Please see the [All Sports Guidance](#) from the Governor’s Office.
 - Seating areas, including bleachers, must adhere to social distancing requirements of at least 6 feet of spacing for anyone not in the same household. To assist with proper social distancing, areas should be clearly marked.
 - Everyone age 2 or older must wear face coverings (masks or face shields) at all times, unless they are outdoors and can consistently maintain social distancing of at least 6 feet, or fall under an exception listed in Section 3 of the Secretary of Health’s Order on Universal Face Coverings.
 - Caregivers or spectators should not enter the field of play or bench areas.
 - Non-essential visitors, spectators, and volunteers should be limited when possible, including activities with external groups or organizations. Parents should refrain from attending practices, or volunteering to assist with coaching.
 - Caregivers and coaches should assess levels of risk based on individual athletes on the team who may be at a higher risk for severe illness.
 - Caregivers should monitor their children for symptoms prior to any sporting event. Children and athletes who are sick or showing symptoms must stay home.

GUIDELINES FOR MEDIA:

- Media are permitted but are counted toward gathering limitations.
- The media must make contact with the school prior to attending to make appropriate arrangement for attendance.
- Media members should complete a personal health assessment daily.
 - If temperature is 100.4 or higher, individual is showing symptoms or is sick, stay home.
- Media are required to wear face covering in accordance with the Secretary of Health’s order of November 18, 2020, unless they meet exceptions under Section 3 of that order.
- Media availability may be limited especially if there are limits on capacity.
- Media will be restricted to areas outside of the team areas.
- Interview request may be limited and should be accommodated only if social distancing protocols can be followed.
- Locker room access and access to student-athletes will not be permitted.

GUIDELINES FOR GAME DAY WORKERS:

- Individuals are required to wear face coverings in accordance with the Secretary of Health’s order of November 18, 2020, unless they meet the exceptions under Section 3 of this order.



Return to Competition: General Guidelines for All Sports
Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Sports Medicine Advisory Committee (SMAC)

OFFICIALS

STAFF LIAISON: Pat Gebhart

These guidelines are meant to cover officials in all sports while keeping in mind that protocols may be different in each sport and adjustments may need to be made.

OFFICIALS' GUIDELINES WHEN RETURNING TO OFFICIATE:

Officials are not responsible for monitoring activities on the sidelines, such as social distancing, hand washing, symptoms of illnesses and other such issues. This monitoring obligation remains with the coaching staff and school personnel.

CONTACT THE HOST SCHOOL:

- Contact should be made with school athletic administration leading up to the contest about (1) school expectations, (2) to determine where you should enter the host school's property and (3) to obtain other information that you or the school may want to communicate to each other prior to your arrival.
 - Officiating crews should designate one crew member to contact the host school and provide information to other members of the crew.
- Request separate and secured parking areas away from other participants.
- Request hand sanitizer be available at scorer's table, if applicable, and use it between periods and during time outs. (Officials are encouraged to bring their own in the event none is available.)
- Conversations should occur with the host school administration regarding the size of changing areas or locker rooms to ensure social distancing can occur.
- When possible officials should come to contests fully dressed in uniform.

GENERAL OFFICIAL GUIDELINES:

- Be prepared to have your temperature taken and a health screening conducted upon arrival at school campus.
- You may also be asked to sign a liability waiver by the school. While not a PIAA requirement, it may be a host site requirement. You should inquire the host school before arriving whether that requirement exists and, if so, request an opportunity to review the document in advance. If you are unwilling to sign it, you should decline the engagement. You should not wait until arriving on site to ask to see the waiver or to inform the school that you will not sign it.

- Upon conclusion of the contest, leave the contest area and do not interact with others.
- Officials must pay special attention to playing rules that require distances between players during play.
- Reminders should be issued for situations that involve hygiene (spitting, etc.).
- Maintain distance from players if an altercation occurs and minimize the times you are within 6 feet of others.
- Be aware of the location of medical personnel while you are on school property.
- Limit the exchanging of documents between yourself and others.
- Once the contest begins, avoid conversations within 6 feet with coaches.
- Wash your hands frequently. When in doubt about wearing a mask – put it on.
- Officials' Uniforms and Equipment.
 - Electronic whistles are permissible.
 - Choose a whistle whose tone will carry outside.
 - Be aware of the increased risk of inadvertent whistles.
 - Face coverings by participants are permitted.
 - Gloves may be worn by contestants.
 - Bring your own towels and hygiene materials. Do not share them with others.
- Individuals are required to wear face coverings in accordance with the Secretary of the Pennsylvania Department of Health's order on November 18, 2020, unless they meet the exceptions under Section 3 of this order.
 - Officials are not required to wear face coverings while officiating a contest, but they are permitted. You should seriously consider wearing a face covering when officiating. Coverings must be worn when entering the host site and while inspecting the contest site prior to the contest.
 - There are no color restrictions on face coverings; however face coverings must adhere to the Restriction on Advertisements or Sponsors Names on Uniforms policy, as adopted by the PIAA Board of Directors.

GAME DAY:

- Complete a personal health assessment on the day of your contest. If you feel sick – STAY HOME.
- Notify the contracted schools, your partner(s) and the assignor to let them know.
- Notify site administrator immediately if your temperature is 100.4 or above.
- "Vulnerable individuals" are defined by CDC as people 65 years and older and others with serious underlying health conditions. Officials fitting this description may wish to seek medical advice prior to returning to officiating.
- Communicate with school athletic administrator frequently during the days leading up to your contest about school expectations.
- Upon arrival at the host site and throughout the contest, wash and sanitize your hands frequently.
- When traveling to contests, considerations should be given to limiting carpooling or traveling with other individuals.
- Do not share uniforms, towels, apparel and equipment.

- Maintain social distancing of 6 feet at all times, including while in the locker room and/or on the court/field.
- Bring your own water bottle or rehydration beverages.
- Use a mask when communicating verbally within 6 feet of others.
- In an effort to maintain social distancing, officiating positions may need to be changed in a manner that are not necessarily in conformance with standard officiating mechanics.
- If an official is sent home or unable to officiate for any reason, follow the PIAA policy on “Absence or Withdrawal of Official at Contest”, in the Policies and Procedures section of the PIAA Handbook.

PREGAME CONFERENCE:

- Limit attendees to one official, the head coach from each team, and a single captain from each team, while maintaining social distance.
- Pre-contest official crew meetings should be held outside when possible and where social distancing is more easily accomplished.
- Coin Toss – should involve only the Head Referee (wearing a face covering) and 1 captain and head coach from each team.
- Move the location of the pregame conference to the center of the court/field. All individuals should maintain a social distance of 6 feet.
- No handshakes are permitted.
- Maintain social distancing while performing all pregame responsibilities.
- Encourage bench personnel to observe social distancing of 6 feet.
- Encourage social distancing of 6 feet between substitutes and teammate(s).

OFFICIALS’ TABLE:

- Limit the table to essential personnel, including the home team scorer and timer, with a recommended distance of 6 feet between individuals. Visiting team personnel (scorer, statisticians, etc.) are not deemed essential and may need to find an alternative location. Space availability at the table is a variable in determining the number of individuals permitted at the officials’ table.

PREGAME AND POSTGAME CEREMONY:

- No shaking hands during introductions.
- Traditional pre-game introductions should be altered to ensure social distancing occurs.
- No postgame shaking hands.

PERSONAL RESPONSIBILITIES:

- Training
 - Review current and past year rule and case books.
 - Attend online and in-person meetings to review the rules for the coming year.

- Start physical training using online video or complete skills alone. If you have been diagnosed with COVID-19, you should be cleared by your medical provider prior to initiating an exercise program.
- Positive COVID-19 Test
 - You should notify the school(s) administration where you officiated and partners of those contests.

UNIFORM OF CONTESTANTS:

- Long sleeves are permissible.
- Long pants are permissible.
- Undergarments are permissible but must be of a similar length for the individual and a solid like color.



Return to Competition: General Guidelines for Basketball
Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Sports Medicine Advisory Committee (SMAC)

SPORT: Basketball

STAFF LIAISON: Jen Grassel

The NFHS has determined that basketball is a moderate risk sport (sports that involve close, sustained contact, but with protective equipment in place that may reduce the likelihood of respiratory particle transmission between participants OR intermittent close contact OR group sports OR sports that use equipment that can't be cleaned between participants).

BASKETBALL RULE GUIDELINES:

- ***Pregame Protocol (2019-2021 NFHS Officials Manual, page 16, 1.8)***
 - Limit attendees to the referee, head coach, and one captain from each team with each coach standing on the center circle on each side of the division line.
 - All individuals maintain a social distance of 6 feet or greater at the center circle.
 - Suspend handshakes prior to and following the Pregame Conference.
- ***Team Benches (1-13-1)***
 - ***Social distancing must be practiced when possible. Below are some suggestions.***
 - Limit the number of bench personnel to observe social distancing of 6 feet or greater.
 - Place team benches opposite the spectator seating.
 - Additional chairs or rows may be added to allow bench personnel to observe social distancing of 6 feet or greater.
 - Create separation between the team bench and spectator seating behind the bench.
 - Limit contact between players when substituting.
 - Substitutes shall report to the scorer's table but in the event there is more than one substitution, they may sit at the end of the scores table closest to their bench to maintain social distancing.

☐ Coaches and Athletes should adhere to the current Pennsylvania Secretary of the Department of Health [Order](#) of November 18, 2020.

- ***Officials Table (2-1-3)***
- The host will sanitize the table before the game and at half time.

- Scorebook
- Officials do not need to sign the score book but will need to have verbal verification on roster and starter submissions prior to the 10 minute mark.



Return to Competition: General Guidelines for Cheer
Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Sports Medicine Advisory Committee (SMAC)

SPORT: Competitive Cheer

STAFF LIAISON: Melissa Mertz

The NFHS has determined that cheer is a higher risk sport that involves close, sustained contact between participants, lack of significant protective barriers, and high probability that respiratory particles will be transmitted between participants.

**It's PIAA's position that cheer may be considered no more than a moderate risk, with the following considerations: Routines are no more than 2 ½ minutes in length, contact among team members falls below stated CDC guidelines of less than 6 feet for 15 minutes or more and competition does not involve any contact with members of another team/school.

CHEER RULES GUIDELINES:

- **Cheerleading General Risk Management (2-1-14, 2-1-16):** Sideline and playing surface placement during game.
 - *Participants should be appropriately spaced on the court, field or sideline to ensure proper social distancing.*
- **Cheerleading Apparel / Accessories (3-1-1):** Jewelry of any kind is prohibited except for the following: A religious medal without a chain is allowed and must be taped and worn under the uniform. A medical-alert medal must be taped and may be visible.
 - *Masks may be worn but are not required. No masks may be worn in routines that involve stunting. Any mask worn during a routine that does not involve stunting but involves tumbling must be taped and secure.*
- **Other Spirit Considerations Cheerleading General Risk Management:** Judge placement during adjudicated performance and competition.
 - *Judges, officials, adjudicators, etc. should be appropriately spaced to ensure proper social distancing.*

PREVENTATIVE ACTIONS:

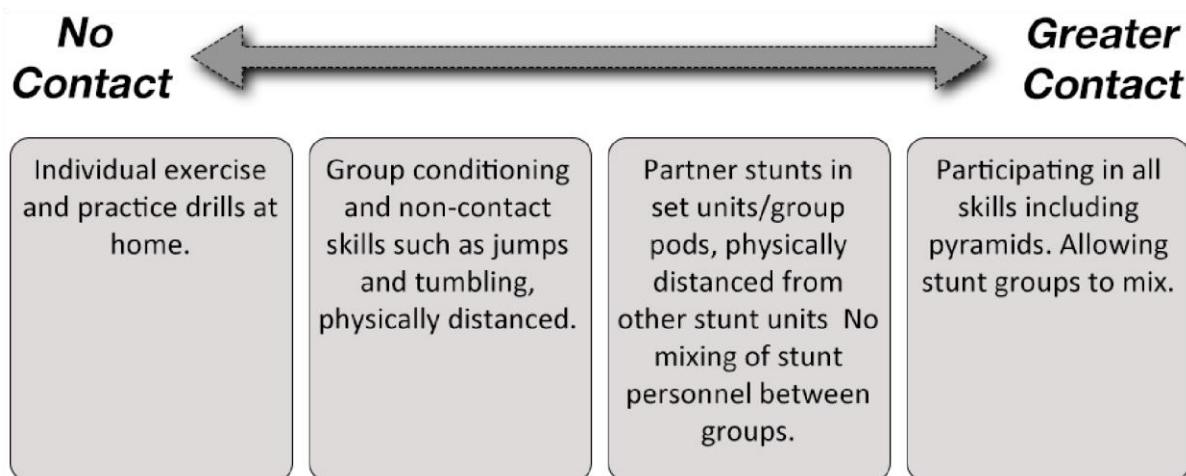
- The primary consideration is to begin any activity, practice, etc. with a clean space.
- Clean/sanitize surfaces with cleaner/accepted methods listed on the Environmental Protection Agency's list of disinfectants for use against SARS-CoV-2 as directed by the CDC, or as may be reasonably necessary.
- Mats should be cleaned at least each day of activity or as needed according to current guidelines. If different groups are meeting in the same space at different times, mats should be cleaned between groups.

- Any athlete that feels ill during activity should be isolated and picked up by parents/guardians as soon as possible.
- Provide access to handwashing areas and wash hands during breaks or as reasonably necessary, with particular attention after participating in stunts.
- Athletes, coaches, and support staff who are a member of a high-risk group or live at home with a member of a high-risk group should consider attending training sessions virtually.
- Athletes and parents should be made aware of current best practices for minimizing the spread. Athletes should be sure to wash their hands thoroughly and/or use hand sanitizer before, during, and after practice and should avoid touching their face.
- Athletes should maintain their equipment themselves and there should be no other shared equipment, including, but not limited to the following:
 - Water bottles
 - Poms
 - Megaphones
 - Signs

PHYSICAL DISTANCING:

- Use proper physical distancing to minimize contact.
- Limit contact between groups at exits and entrances by staggering arrival/departure times between cohort groups (individual stunt groups, teams, etc.) and designating separate entrances and exits when possible.
- Avoid congregating before, during, and after practice.
- Contact and physical distancing should follow all local health directives.
- Keep stunt groups together in their cohort. Refrain from mixing and matching bases and tops from different groups.
- Keep stunt groups distanced from other stunt groups when possible (i.e. when not building pyramids), while allowing for all groups to remain on the proper surface for stunting.

The type of contact found in cheer can vary greatly and can be adjusted to meet local distancing guidelines.



Physical contact with other teams: Participation in cheer and STUNT does not involve physical interaction with other teams. In this regard, contact during games and competition is similar that found in volleyball or tennis.

FACE COVERINGS:

USA Cheer recommends allowing face coverings with the following guidelines:

- Face coverings should not impede vision or movement.
- Face coverings should be soft and pliable with no exposed metal, and should provide adequate ventilation and protection from the spread of particulate matter.
- Modifications to skills should be considered while wearing face coverings, such as limiting inversions, twisting, and tosses.
- Face coverings should be snug-fitting.

Use these examples when considering face coverings.

- Coverings that are held in place with over-the-head straps using Velcro or other breakaway type connections.
- Full head coverings.
- Coverings that minimize the chance of having fingers caught in them or shifting to impede any visual sight.

PHYSICAL READINESS:

- Due to shutdowns and general isolation, many athletes have not participated in an activity in several months. Even with individual conditioning and practicing jumps and tumbling, athletes will need a period of acclimatization to prepare for physical activity



Return to Competition: General Guidelines for Swimming & Diving

Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Sports Medicine Advisory Committee (SMAC)

SPORT: Swimming & Diving

STAFF LIAISON: Melissa Mertz

The NFHS has determined that swimming and diving is a lower risk sport (sports that can be done with physical distancing or individually with no sharing of equipment or the ability to clean the equipment between uses by competitors).

SWIMMING & DIVING RULES GUIDELINES:

- **Conduct (1-3-2)** - Require athletes to arrive at venue already in competitive attire or provide alternative accommodations for swimmers and divers to change that allows for 6 feet of social distancing.
- **Lap Counting (2-7-6, 3-4)** - Only one person per lane should be permitted at turning end. Provide hand sanitizer and require lap counters to clean hands and wipe down devices.
- **Pre-Meet Conference (3-3-6, 4-2-1d)** - Decrease number of participants or hold one conference with coaches and one meeting with captains. The referee can use P.A. system or starting system microphone to allow participants to hear but keep them properly separated.
- **Referee and Starter (4-2, 4-3)** - Various rules require interactions between officials, coaches and athletes. Alternative methods for of communications include utilization of the P.A. system, hand signals or written communication.
- **Notification of Disqualification (4-2-2d, e)** - Notification shall occur from a distance via use of hand signals or the P.A. system.
- **Meet Officials (4-8, 4-10, 4-11, 4-12, 4-13)** - Officials responsible for information processing are often located together at a desk/table adjacent to the competition course or in an office/remote location. Develop alternative methods for submitting entries (3-2) and movement of non-electronic information. Require a distance of 3-6 feet between individuals seated at the desk/table.

- **Timers (4-9)** - Timers must assemble at the finish of each race, at the edge of the pool within the 6-8 feet confines of the lane which they are timing. Timers should wear cloth facial coverings.
- **Submission of Entries to Referee (5-2)** - Alternative forms of entry submission can be designed to reduce face-to-face interaction when submitting a proper entry, where/how/to whom entries are submitted, and a reduction or elimination of certain penalties currently attached to improper entries.
- **Relay Takeoff Judges and Relays (8-3)** - Require all takeoff judging from the sides of the pool. Space relay swimmers apart from one another. Timers and relay takeoff judges should wear cloth facial coverings.
- **Diving Officials (9-6)** - Alternative methods for submitting entries (3-2) and movement of non-electronic information will be required. Recommendations include a distance of 3-6 feet between individuals seated at the desk/table. Create a 3-6 feet space between judges by spacing groups of judges on opposite sides of boards or on one side of the board on a multi-level platform.

GENERAL GUIDELINES:

- **Swimming Warm-up Areas** - Establish multiple sessions for warm-up periods to limit number of swimmers per lane. Restrict the number of swimmers in competition area. Limit number of swimmers per lane during warm-up and warm-down periods.
- **Diving Warm-up Areas** - Limit number of divers during warm-up by creating multiple sessions. During competition, divers may not approach the board until their turn to compete. Hot tubs should not be permitted. Dive order sheets should be posted in multiple areas to reduce number of divers viewing at the same time.
- **Team Seating and Lane Placement** - Keep the teams on opposite sides of the pool and require the home team to compete in lanes 1-3 and visitors to swim in lanes 4-6.
- **Preparing Athletes for Competition** - Athlete clerking areas should be eliminated.



Return to Competition: General Guidelines for Wrestling

Pennsylvania Interscholastic Athletic Association (PIAA)
National Federation of State High School Associations (NFHS)
Sports Medicine Advisory Committee (SMAC)

SPORT: Wrestling

STAFF LIAISON: Mark Byers

The NFHS has determined that wrestling is a higher risk sport that involves close, sustained contact between participants, lack of significant protective barriers, and high probability that respiratory particles will be transmitted between participants.

General Guidelines:

- Have hand sanitizer and wipes available at the table.
- Wash stations or sanitizer at mat side.
- No one touches the score sheet except the scorer.
- If writing implements are used, they should be sanitized and not shared with anyone.
- Disinfect the mats prior to and following the competition. Mats will not be cleaned between each bout.
- Events should be structured to ensure compliance with current indoor occupancy limits and mitigation requirements by the PA Department of Health and Governor's Office.
- Athletes and Coaches wear masks off the mat.
- Schools should communicate in advance regarding any screening policies and occupancy levels to be expected from the host site.
- Schools will increase the bench area to assist in social distancing.
- For tournament settings, prohibit all wrestlers from warming up simultaneously for competition. Provide for separate warm-up areas off of the competition mats for use and sanitize regularly.
- Provide for separate warm-up mats off of the competition mat for teams involved in dual competition.
- Schools are recommended to only wrestle those schools within their close geographic area.

Guidelines for Coaches:

- Wear masks on and off mat.
- Eliminate handshakes with opposing teams post-match.
- Each team should be expected to provide their own leg bands for competition.

- **Limit the size of their traveling party to include essential personnel, staff, and only those with the ability to wrestle.**
- Consider practicing with wrestlers in pods to limit close contacts across the entire team.

Guidelines for Wrestlers:

- Daily screening prior to practice and competition should be conducted pursuant to each school's adopted health and safety plan.
- Shower after each round and put on a fresh uniform, when able and facilities permit.
- Wear masks off the mat when not competing.
- Eliminate handshakes with opposing coaches post-match.
- The use of a fist bump in lieu of a pre and post-match handshake is recommended.

Guidelines for Referees:

- Bring personal hand sanitizer. Wash hands frequently
- Don't share equipment.
- Long-sleeved undershirts are permissible. If worn, they are required to be black in color. o Change whistle several times during the day.
- Follow social distancing guidelines. Consider six feet minimum distance when talking to others (players, coaches, other officials).
- Consider use of a commercially manufactured whistle cover.
- Do not shake hands and follow pre- and post-game ceremony guidelines established by state associations.
- Officials will recognize the winner of the match by pointing to the wrestler and raising the appropriate color wrist band. Contact with wrestlers is discouraged.
- Officials may wear masks or face shields.
- Mask or face shields are required when not actively officiating the match.
- Officials may wear disposable gloves. If worn, they must change after each match.

Pre-Match Meeting:

- Limit attendees to the referee and one captain from each team.

Guidelines for Parents:

(A family's role in maintaining safety guidelines for themselves and others):

- Make sure your athlete and immediate household members are free from illness before participating in practice and competition (if there is doubt stay home),
- Provide personal items for your child and clearly label them.
- Disinfect your student's personal equipment after each match or practice which would include wiping down headgear, washing clothing and bags used to transport gear.

APPENDIX

Shippensburg Area School District

COVID-19 Sports Medicine Response Hydration Plan

All student-athletes will be responsible for providing their own water bottle.

Field Sports: (Football, Soccer, Field Hockey)

- All events will have a water station with either a Water boy or cooler provided for refilling water bottles.
- Student-athletes will bring their water bottle to the fill station, remove the lid, and hold the bottle while a designated individual fills their bottle.
- ONE individual (student trainer or coach) will be designated to fill all water bottles for the duration of the given event.
- Student-athletes will be responsible to take their own water bottle to their practices.

Gymnasium: (Volleyball)

- Volleyball will be required to fill their water bottles at the hands free water fountain station located in the hallway by the cafeteria.

Golf:

- Student-athletes will be responsible to take their own water bottle to their practices/events.

Cheer:

- Student-athletes will be responsible to take their own water bottle to their practices/events.

Cross-Country

- All events will have a water station with either a Water boy or cooler provided for refilling water bottles.
- During events, student-athletes will bring their water bottle to the fill station, remove the lid, and hold the bottle while a designated individual fills their bottle.
- Student-athletes will be responsible to take their own water bottle to their practices.

Opponents:

- Visiting teams should bring along their own water.
- If needed, water coolers will be provided for visiting teams.



Shippensburg Area School District
Athletic Department
201 Eberly Drive,
Shippensburg, PA 17257
P: 717-530-2835 Ext. 1061
F: 717-530-2835
michael.montedoro@ship.k12.pa.us
Trainer@ship.k12.pa.us

Sport: _____ **Date:** _____

This is to certify Shippensburg Area coaches, players, managers, athletic trainers, video crew and all other associated program individuals in attendance at today's event had his/her temperature taken and were screened for Covid-19 symptoms before boarding transportation today. All individuals in attendance at today's event were found to be symptom free.

Attest:

Shippensburg Area Coach/Personnel Signature

Print Name:

Minimum Screening questions:

- 1. Do you have fever/chills?**
- 2. Do you have a cough?**
- 3. Do you have a sore throat?**
- 4. Do you have shortness of breath?**
- 5. Do you have a loss of taste or smell?**
- 6. Do you have vomiting/diarrhea?**
- 7. Have you been in contact with anyone who contracted COVID in the last 10-14 days?**



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Sport: _____ **Date:** _____

This is to certify our coaches, players, managers, athletic trainers, video crew and all other associated program individuals in attendance at today's event were screened for Covid-19 symptoms and had his/ her temperature taken prior to arrival at Shippensburg Area HS/MS. All individuals in attendance at today's event were found to be symptom free.

Attest: _____

Visiting Team Coach/Personnel Signature

Print Name:

Minimum Screening questions:

- 1. Do you have fever/chills?**
- 2. Do you have a cough?**
- 3. Do you have a sore throat?**
- 4. Do you have shortness of breath?**
- 5. Do you have a loss of taste or smell?**
- 6. Do you have vomiting/diarrhea?**
- 7. Have you been in contact with anyone who contracted COVID in the last 10-14 days?**

ATHLETIC SPECTATOR GUIDELINES

Board Approved 10/12/2020

Shippensburg Area School District is committed to following the Governor's Guidelines for attendance. The new limits released on 10/6/2020, establish 20% capacity for indoor venues, and 25% capacity for outdoor venues. Due to the newly established limits, we will adhere to the following criteria concerning spectator attendance:

- Cross Country – each home and away athlete will be permitted to have two family members attend each home race. No spectators will be permitted at the start/finish line.
- HS/MS Field Hockey – each home and away athlete will be permitted to have two family members attend each home game.
- Varsity Football – each Shippensburg athlete will be permitted to have two family members attend each home game. (Includes Cheerleaders and Pep Band) **No visiting spectators will be admitted.**
- JV and Freshman Football – Games played at Memorial Park will cap attendance at 25% of venue capacity. Admission will be charged. (Includes Cheerleaders)
- Boys and Girls Soccer – Games played at Memorial Park will cap attendance at 25% of venue capacity. For games played behind the high school, each home and visiting athlete will be permitted to have two family members in attendance. Admission will be charged.
- Volleyball – each home and visiting athlete will be permitted to have two family members attend each home game. Admission will be charged. **Attendance will be capped at 200.**
- Games will be livestreamed if visiting fans are not permitted to attend.

Our district will continue to review the compliance of our facilities and any new guidelines set forth by the Governor's office, the Department of Health, the PIAA, and the Mid Penn Conference.

In addition to the spectators limits, please abide by the following guidelines:

1. All spectators must wear a mask at all times when inside the facility. If there is a medical reason that you will not be wearing a mask, documentation must be provided before entering.
2. When inside the stadium or on the sideline for field hockey and soccer, you must social distance no less than 6 feet from other families.
3. If there are multiple games at the facility (example: JV followed by Varsity), and your student-athlete plays first, we ask that you leave prior to the start of the next competition. If you are the parent of a student-athlete participating in the second contest, please arrive no earlier than 15 minutes prior to start time.

EQUAL OPPORTUNITY STATEMENT

The Shippensburg Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, age, creed, religion, gender identity, pregnancy, sexual orientation, parental status, ancestry, national origin, marital status, veteran status, political affiliation, or handicap/disability in activities, programs or employment practices as required by Title VI, Title IX, Section 504, the Americans with Disabilities Act, the Age Discrimination Act of 1975, and all other applicable state and federal laws. For information regarding civil rights or grievance procedures or for information regarding services, activities and facilities that are accessible to and useable by handicapped persons, contact Mrs. Tina M. Clever, Director of Human Resources and Title IX Coordinator, at the District Office of Human Resources at 317 North Morris Street, Shippensburg, PA 17257 or at (717) 530-2700; or to the Director, Office for Civil Rights, Education Department, Washington, DC 20201; or to the U.S. Equal Employment Opportunity Commission, (800) 669-4000 (toll-free) or (800) 669-6820 (toll-free TTY number for individuals with hearing impairments).