



BERKS COUNTY INTERMEDIATE UNIT

HEALTH + SAFETY PLAN

July 1, 2021

Health and Safety Plan Summary: **Berks County Intermediate Unit**

Initial Effective Date: July 1, 2021

Date of Last Review: June 17, 2021

Date of Last Revision: June 17, 2021

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

The health and safety of the Berks County Intermediate Unit (BCIU) and the Pennsylvania Key staff and students remains, as always, the top priority for the organization. The BCIU Leadership Team and Pandemic Team continue to take critical steps making decisions that protect the health and safety of our organization in the ongoing response to the COVID-19 pandemic.

In response to the expiration of statewide mitigation orders, the BCIU has identified organizational standards and expectations which outline the protocols expected of all staff members as the organization transitions forward. Protocols include the following:

- Self-screening for COVID-19 symptoms
- Following communicable disease reporting procedures
- Practicing hand hygiene and respiratory etiquette
- Optional use of face coverings / adherence to health and safety plans of locations served
- Cleaning and disinfecting one's workspace
- Maintaining physical distancing protocols to the maximum extent feasible
- Staying informed of CDC's guidance relative to travel
- Monitoring communication and confidentiality
- Participating in required training (current employees as well as new hires as part of their onboarding process)
- Staying informed and maintaining best practices

Additionally, a supplemental document containing frequently asked questions has been prepared to provide additional direction and guidance to staff.

Expectations are based on the latest mandates issued by the Governor's Office, the Pennsylvania Department of Health (DOH), the Pennsylvania Department of Education (PDE), the Department of Human Services (DHS), the Office of Child Development and Early Learning (OCDEL), and the Centers for Disease Control and Prevention (CDC). The Leadership Team and Pandemic Team will continue to monitor

communications. As conditions change and / or new orders / mandates are issued related to COVID-19, protocols are subject to change.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

The BCIU educational programs will continue operating under its current hybrid approach, in-person, and virtual instruction, through the end of the 2021 summer session pending any change in mandates from PDE / DOH.

The BCIU educational programs are planning for a return to full in-person instruction in the fall of 2021 pending any change in mandates from PDE / DOH. And, in accordance with OCDEL, teleintervention will remain an ongoing option for delivering services by a student's IEP Team.

The BCIU educational programs and services may shift between in-person and virtual instruction depending on health circumstances as Directors determine appropriate / necessary and / or as directed by the DOH. The BCIU has applied for emergency instructional time authorization and, if approved, will consider multiple factors of student and staff health, safety, and well-being when making decisions regarding instructional models.

The BCIU continues to make resources available through its employee assistance provider, online training system, and intranet site containing additional resources to include wellness information. Current employees and new hires, as part of their onboarding process, must complete training relative to the BCIU Health and Safety Plan: Organizational Standards + Expectations; Coronavirus – Managing Stress and Anxiety; and Bloodborne Pathogen Exposure Prevention (Universal Precautions). Instructional staff are required to complete additional coursework related to diaper changing steps and food service modifications.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
a. Universal and correct wearing of masks ;	<ul style="list-style-type: none"> • As of June 28, 2021, face coverings are optional for all individuals (staff, students, parents, and visitors), regardless of vaccination status, in BCIU / Pennsylvania Key offices / classrooms and sponsored events. • Staff who travel to other locations to provide service must adhere to the Health and Safety Plan of the location of service.

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<ul style="list-style-type: none"> • Staff are expected to stay informed of the latest information and resources available and visit CDC’s website which include, but are not limited to, universal and correct wearing of masks.
<p>b. Modifying facilities to allow for physical distancing (e.g., use of cohorts / podding);</p>	<ul style="list-style-type: none"> • The BCIU will adhere to the latest mandates provided by PDE, DOH, CDC, and OCDEL relative to physical distancing. • Physical distancing to the maximum extent feasible will continue to be recommended for indoor and outdoor spaces regardless of vaccination status. • In anticipation of class sizes returning to full capacity in the fall of 2021 as allowed by program regulations and requirements, plexiglass barriers will be available.
<p>c. Handwashing and respiratory etiquette;</p>	<ul style="list-style-type: none"> • Expectations related to handwashing and respiratory etiquette are contained in the BCIU Health and Safety Plan: Organizational Standards + Expectations document which will be emailed and mailed to each staff member as well as posted on the BCIU’s intranet site. • Protocols include: <ul style="list-style-type: none"> ○ Washing one’s hands often with soap and water for at least 20 seconds ○ If soap and water are not available, using hand sanitizer that contains at least 60% alcohol (for staff and older children who can safely use hand sanitizer) ○ Avoid touching one’s eyes, nose, and mouth ○ Cover coughs and sneezes with a tissue or cough or sneeze into one’s elbow ○ Increase monitoring to ensure adherence among students
<p>d. Cleaning and maintaining healthy facilities, including improving ventilation;</p>	<ul style="list-style-type: none"> • BCIU will adhere to the latest mandates provided by PDE, DOH, and CDC related to cleaning and ventilation.

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<ul style="list-style-type: none"> • BCIU is committed to continuing the best practices developed in response to COVID-19 for keeping the workplace clean, disinfected, and safe for staff, students, and visitors. • The use of universal precautions designed to minimize the transmission of communicable diseases will continue to be implemented. Hand sanitizer and cleaning materials will remain available. • Limiting shared materials and use of toys that cannot be easily cleaned will continue. • Staff will continue to be expected to share in the cleaning and disinfecting of shared equipment and / or furniture / items within one's office / classroom. • Additional cleaning and disinfecting measures / protocols may be required as deemed appropriate or directed by DOH depending on circumstances. • Staff will continue to be expected to adhere to appropriate personal protective equipment guidelines.
<p>e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;</p>	<ul style="list-style-type: none"> • DOH considers COVID-19 a communicable disease. As such, it is among DOH's listing of reportable diseases. • Staff are required to report a suspected or known case of COVID-19 to their supervisor within 24 hours. • Staff must follow the recommendation of their attending physician. • BCIU will contact DOH and follow their guidance. Guidance may include the following: <ul style="list-style-type: none"> ○ Disease information; ○ The distribution of appropriate letters and communications; ○ Identification of high risk individuals; ○ Appropriate action and treatment; and

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<ul style="list-style-type: none"> ○ Ongoing support and assistance.
<p>f. Diagnostic and screening testing;</p>	<ul style="list-style-type: none"> ● Staff are required to follow the recommendation of their attending physician and / or DOH directive(s) as it relates to diagnostic and screening testing.
<p>g. Efforts to provide vaccinations to school communities;</p>	<ul style="list-style-type: none"> ● BCIU continues to collaborate with local health care providers and epidemiologist leaders regarding targeted areas of needs and will continue to serve as a vaccination host site if called upon. ● BCIU continues to communicate local vaccine opportunities available to staff and the community at large.
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<ul style="list-style-type: none"> ● Special accommodations or health care needs of students with disabilities will be addressed through the IEP process. ● Accommodations may include but are not limited to adapted service delivery models (i.e., teleintervention, individualized services, when appropriate), and / or other health and safety precautions as outlined in an individualized health plan.
<p>i. Coordination with state and local health officials.</p>	<ul style="list-style-type: none"> ● BCIU will continue to maintain existing partnerships with local and state agencies. ● As with any communicable disease, the BCIU will contact the DOH to report a suspected or known case of COVID-19 and follow its guidance.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors / Trustees for **Berks County Intermediate Unit** reviewed and approved the Health and Safety Plan on **June 17, 2021**.

The plan was approved by a vote of:

16 Yes
0 No

Affirmed on: **June 17, 2021**

By:



(Signature* of Board President)

Gary McEwen

(Print Name of Board President)

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

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

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

**APPROVED BY THE BERKS COUNTY INTERMEDIATE UNIT
BOARD OF DIRECTORS**

Approval Date: June 17, 2021

Effective Date: July 1, 2021

