



Health And Safety Plan for the 2020-2021 Program Year

Approved 9/13/20; Revised 2/09/21; Revised 3/2/21

Introduction

Open Connections is committed to the health and safety of our staff, youth, and their families. Open Connections will make decisions that are true to our mission and values, and based on guidance from the following organizations:

[Center for Disease Control and Prevention \(CDC\)](#)

[Chester Co. Health Department](#) (also serving Delaware County)

[PA Department of Education Guidelines](#)

[PA Department of Health Guidelines](#)

Revised Plan for the 2020-2021 Program Year

Understanding that in-person programming is vital to our community's cognitive, social-emotional, and physical development, and acknowledging that Open Connections has many distinct advantages over a conventional school including small program sizes that allow for physical distancing, rooms that allow for outdoor air ventilation, attendance only one to three days a week, and ample outdoor spaces, we are committed to offering on-campus programming as much as possible.

For determining when programming should be on-campus or virtual, OC will rely heavily on the recommendations that the Chester County Health Department (CCHD) has laid out in its guidance to schools:

https://www.chesco.org/DocumentCenter/View/62272/COVID-19-School-Guidance-02-26-2021_Final.

The CCHD has updated their table that defines four levels of community transmission (Low, Moderate, High, and Very High) based on two metrics (the incidence rate per 100,000 people and the PCR test positivity rate). See chart below.

Community Transmission Level and Physical Distancing

County Transmission Level	7-Day Incidence Rate per 100,000	7-Day Percent Positivity	Physical Distancing*
Low	<10	<5.0%	<ul style="list-style-type: none"> 6 feet to the greatest extent possible is recommended for students; at no time should is less than 3 feet permitted 6 feet is required for staff (staff-to-staff and staff-to-student interactions)
Moderate	10 - 49	5.0% - 7.9%	
High	50 - 99	8.0% - 9.9%	
Very High	≥100	≥10%	<ul style="list-style-type: none"> 6 feet is strongly recommended for students 6 feet is required for staff (staff-to-staff and staff-to-student interactions)

*Transient interactions of less than 3 feet, such as passing in the hallway, handing in papers to the teacher, etc. are unavoidable.

With the new guidance, the physical distancing guidelines constrict or expand based on the level of community transmission. Since we can maintain six-foot physical distancing for all programs, we can deliver on-campus programming during all four levels of community transmission.

This is the guidance we will follow unless there is a directive from the state or county in opposition to doing so.

PANDEMIC TEAM

Our Pandemic Team is comprised of our administrative team:

- Rick Sleutaris - Overall Pandemic Coordinator
- Chris McNichol - Building Safety
- Rick Sleutaris - Technology
- Margaret Welsh - Communication Coordinator
- Margaret Welsh - Supplies and Logistical Support

HEALTH AND SAFETY

- A nurse has been hired to be on campus at all times while programs are in session. Per PA Dept of Education's definition of high risk, Open Connections does not have any youth who fit this criteria.
- We will offer virtual program components, when possible, for all those who are uncomfortable being on campus at any point as well as for youth who are home due to self isolation or quarantine.
- Guidelines around family and staff travel:

As of March 1st, the order of the Secretary of the Pennsylvania Department of Health for Mitigation Relating To Travel is no longer in effect. The notice can be found here:

<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Travelers.aspx>

- Field trips are permitted. Families are responsible for driving their own youth to and from the field trip and all current safety guidelines must be followed.

Hand-Washing/Hygiene/Bathroom Usage

Below are guidelines for hygiene practices for youth and staff which include the manner and frequency of hand-washing and other best practices;

- All staff and young people will wash hands/sanitize when arriving on campus. They will use the hand sanitizer stations or sinks (preferably the outdoor ones).
- Wash hands prior to eating and after eating.
- Wash hands/sanitize every time they put their mask back on.
- Wash hands after bathroom use.
- Sanitize when entering and exiting buildings. - Sanitizer Stations will be at Barn Door, Silo Door, Slate Rm Door, Foyer Door, OP.
- Outside handwashing stations will be available and located by the main door of the Barn and outside the Farmhouse Foyer door during non-freezing weather.
- Each program will be assigned bathrooms based on their program home room locations. This limits the number of youth using the same bathroom each day.

Face Masks

Guidelines on the use of face masks:

- Universal face coverings* are required for all youth while on OC property.
* Youth in Open Program and Group Tutorial I may wear a face shield instead, although we strongly prefer the use of cloth masks since they are scientifically proven to be much more effective.

Physical Distancing

Youth will practice physical distancing whenever possible. There will be signs to remind all community members to keep the distancing in mind.

- If a youth gets injured a facilitator will not need to maintain physical distancing in order to meet the emotional and physical needs of the young person.

Screening Plan

- Prior to arriving on campus, families and staff are required to conduct a daily screening per CCHD. Families should inform OC by 9:00 am if their youth will not be attending due to illness/symptoms.
- When arriving on campus, parents should send their youth to the Barn where a nurse will screen them. Parents should remain on campus (in their car or on the grounds) while their youth are being screened in the event that a youth needs to be sent home. Once screened the youth can head to their designated program space or remain outside until the program starts.
- All persons arriving on campus will immediately have their temperature taken. No one will be permitted to stay on campus if their temperature is above 99.5F on a forehead thermometer (per CCHD) or appears to be exhibiting symptoms of illness as determined by the [CCHD](#).

- After program time, families are welcome to remain outside on campus and socialize. Gathering inside is not permitted, but the Gathering Space bathrooms will be available.

Attendance

- The nurse will be recording attendance so that OC is prepared in the event of needing to contact trace.
- Families are required to report absences by calling the OC office (610-459-3366) by 9 am.

Sickness

- Any staff or youth who does not feel well will be required to stay home. They may return to campus according to guidance from CCHD which can be found at: https://www.chesco.org/DocumentCenter/View/62272/COVID-19-School-Guidance-02-26-2021_Final
- Any staff member or youth who displays signs of illness while at OC will be sent home. A youth who becomes ill while at OC will be moved to a separate room or kept outside with a supervising adult until a parent or caregiver arrives for pickup. The rest of the cohort will move to a different space for the remainder of the program day.
- If any staff or youth have a possible or confirmed COVID-19 diagnosis, we will follow recommended procedures from CCHD for cleaning and closure. We will communicate the details and recommended actions to our families as recommended by CCHD.
- Staff compensation: In addition to one week's worth of sick days (standard), staff will have additional paid time off for the duration of the quarantine if:
 - They are advised by a health care provider to self-quarantine (or if a family member living in their house needs to self-quarantine);
 - They are experiencing COVID-19 symptoms and are seeking medical attention.

Isolation and Quarantine Spaces

- If someone gets sick while at OC, they will be separated from their group and taken to a comfortable spot outside (weather permitting) or to one of the two identified indoor rooms -- a staff work space for non-Covid related symptoms or the Parent Library for Covid-related symptoms. OC administration will contact the youth's parents/caregiver. If they cannot be reached, we will contact their emergency contact listed on their registration form.
 - The Director will be notified of the sick person.
 - OC Nurse to determine appropriate next steps.
- If the isolation room for suspected Covid-related symptoms is utilized, Chris McNichol will contact the cleaners to disinfect the isolation room before the start of the next program day.

BUILDINGS

- Cleaners will clean the rooms and high touch area before each program day.
- Procedures for cleaning, sanitizing, and disinfecting learning spaces, surfaces, and any other areas used by youth (i.e., restrooms, drinking fountains, hallways):

The drinking fountain will not be used. Bottle Filler will be available.

High touch areas will be cleaned mid-day by Facilitators

- Common areas (hall ways, exterior door knobs, etc.) will be divided up and connected to a program space, so that they are cleaned mid-day in connection with the program space.

Ventilation:

- HVAC - All filters have been replaced and are up to date; we use MERV 13.
- New fans were purchased for each program space.

Limiting Occupancy

We will limit the number of individuals in learning spaces and interactions between groups of youth;

- We will be in small groups as much as possible. This means that youth and staff will be grouped consistently with the same people as much as possible to limit exposure points (i.e. a Tutorial group will not mix with other groups unless they are outside and physically distant.)
- Specialty Spaces (Lab, Art, Makerspace, Woodshop, Music Rm) will be used by a maximum of one group in the morning and one group in the afternoon and will be cleaned between uses.
- Each program has been assigned a bathroom.
- Each program has been assigned program spaces so that they are easily able to meet the necessary physical distancing requirements of 6 feet.
- All food will be consumed with program members. Youth and Staff will bring all necessary utensils and dishes with them; i.e. there will not be any use of the OC kitchens and equipment.
- After program time, families are welcome to remain outside on campus and socialize. Gathering inside is not permitted, but the Gathering Space bathrooms will be available.

PROGRAMMING

- All staff will be trained on the implementation of our Health and Safety Plan during our summer staff training workshops including: Teaching staff how to properly wear a face covering (cover nose and mouth), to maintain hand hygiene when removing the face covering for meals and physical activity, and how to replace and maintain (washing regularly) a cloth face covering.

Proper Mask Care: Masks should be washed after every use, using hot water and regular detergent. Ensure it is completely dry before using it again. (Direct wording from CCHD)

- Procedures to limit the sharing of materials among students include:
 - Each young person will have their own supply kit that includes items such as pencils, markers, rulers, paper.
 - Youth in OP and GTI will have their own set of manipulatives for activities.
 - There will be no kitchen use for food prep this year, either for programs or lunches.
 - Computer/laptop usage:
 - One youth assigned to a computer for a full day. (In the event that they do not use it for the full day, it may be used by another youth once it has been properly cleaned by the facilitators). On Wednesdays, youth will be assigned to a computer for a half day. The computers will be cleaned between each use.
 - Groups are allowed to take computers outside with them. The youth and facilitators will be responsible for signing them out and returning them as usual.
 - Youth who have laptops will be asked to bring them for in-program use.
- Protocols for Group Games;

Each program will have their own bag of sports equipment for which they will be responsible for cleaning after each use.
- Visiting Artists are allowed on campus and must adhere to our Health and Safety plan.
- Copier/printer usage- to limit sharing, send wirelessly to the printer or email to Margaret who will make copies and leave them in the staff mailbox.
- To limit exposure points, staff debriefing may need to take place virtually. Staff young people in programs are expected to be with their parents when not in programming.

GROUNDS

- Processes for identifying and restricting non-essential visitors and volunteers;

Visitors will be greeted by signage asking them to call the main number to announce their arrival on campus. We will then direct them what to do or where to go.

Deliveries - Signs will direct all deliveries to the Appalachian Porch.
- Fire Drills will be held in a physically distant manner.
- All persons arriving on campus will immediately have their temperature taken. No one will be permitted to stay on campus if their temperature is above 99.5F on a temporal thermometer (per CCHD) or appears to be exhibiting symptoms of illness as determined by the [CCHD](#).
- Youth and staff wash their hands or use hand sanitizer, before and after being on outdoor environments and shared outdoor spaces.