**Plan Bee Academy Covid-19 Health Plan for VDOE**

**This section of the plan should include, but is not limited to, the following:**   
  
a. Establish a COVID-19 team within the school and a point person at each school.

*Covid-19 team is established.* Please contact point personnel Corey Holmes at 757-338-3475/ [coholmes@planbeeacademy.org](mailto:coholmes@planbeeacademy.org) or Brandi Riddick at [757-904-3339/pbanursing@yahoo.com](mailto:757-904-3339/pbanursing@yahoo.com)   
  
b. Know the contact information and procedures for reaching the local health department.

*Chesapeake Health Department*

*757-382-8600*

*748 N Battlefield Blvd*

*Chesapeake, VA 23320*

c. Plan for health and absenteeism monitoring/approaches.

***Please see attached monitoring form.***  
d. Develop a communications strategy that includes:

i. Orientation and training for staff and students specific to new COVID-19 mitigation strategies;

*Training to be held on July 6th 2020 for all staff.*

*In Classroom with students on July 8th for students.*

ii. Plans for communication with staff, parents, and students of new policies;

Plan will be sent to all parents prior to opening.

Staff and Student training on policies to be held on the above dates.

iii. Plans for how to communicate an outbreak or positive cases detected at the school.

Positive cases will be reported to the necessary parties through email and phone calls.  
  
e. Participate in community response efforts.

Continue to communicate and participate in response efforts with local agencies and entities.   
  
f. Prepare your school's student health services:

School nurse will perform screenings of staff and students from assistants from trained personnel. Student’s immunizations status will be monitored prior to start of school year and throughout. Treatment and first aid will be rendered to those in need and presenting with symptoms. In addition school nurse and trained personnel will continue to administer medications and provide a wide range of health services to students.

i. Assure provision of medical-grade PPE for health services staff;

Medical-grade PPE are available to medical staff. Face coverings are required by all staff working with students and are available to students by parent. Face coverings are available at the front office for any visitors entering the school if they don’t have their own.

ii. Assure and maintain typical (non-COVID-19) health services;

Typical health services will be maintained and overseen by the school nurse or person appointed by the school nurse in her absence.

iii. Provision of mental health services.

All mental health services will continue to be provided as needed by the classroom staff, administrators or outside personnel, if needed.

This section of the plan should include, but is not limited to, the following:   
  
a. Create an education/training plan for staff, students and families. Consider COVID-19 prevention education (hand washing, staying home if ill, etc.). Education should be part of staff and student orientations and to be sent to all parties before reopening schools and include:

Practice good hand hygiene frequently by washing hands for at least 20 seconds with soap and water. Use hand sanitizer when water and soap are unavailable.

i. Hand hygiene and respiratory etiquette,

Practice good hand hygiene frequently by washing hands for at least 20 seconds with soap and water. Use hand sanitizer when water and soap are unavailable. Cover cough and sneezes with a tissue and immediately dispose.

ii. Use of cloth face coverings,

All employees will wear cloth face coverings. Students will be encouraged to wear them when not maintaining 6 feet distance.

iii. Staying home when sick,

If any employee is sick, they should stay home and contact their supervisor. If a student is sick they need to stay home.

iv. Encouraging physical distancing.

Classroom and School layouts will be altered to meet safe social distancing requirements. Seating/areas will be with 6 feet between students to encourage physical distancing.

b. Maintain adequate supplies to promote healthy hygiene.

*We have stocked up on adequate supplies to include hand sanitizer stations throughout the building, face coverings, UV wand sanitizers, commercial cleaning items.*   
  
c. Provide signs and messaging to promote healthy hygiene.

*Posters and signage will be in place before opening to address proper handwashing and need to wear face coverings when entering the building and when unable to maintain 6 feet of physical distancing.*

d. Promote physical distancing

Visuals will be posted to continue promoting physical distancing, to include but not limited to signage and floor markings.

i. Modify layouts of classrooms, communal areas and buses (if applicable) to ensure social distancing is maintained.

Classroom and School layouts will be altered to meet safe social distancing requirements. Seating/areas will be with 6 feet between students to encourage physical distancing.

ii. Develop strategies for food/dining services; these should be consistent with plans to optimize physical distancing.

Only 50 percent capacity of the cafeteria will be used at one time, to ensure safe social distancing practices. Lunch times WILL be staggered. Encourage parents to send in disposable containers and utensils.

iii. Limit size of gatherings consistent with Executive Orders and impose strict physical distancing place during gatherings.

No large gatherings will be held.

iv. Follow relevant Virginia Phase Guidance for Schools and CDC guidance for recreational sports for school-related sports and other recreational activities.

All school related sports and recreational activities will be cancelled till further notice.

Physical Education and recess will still be provided. CDC guidance will be followed.

This section of the plan should include, but is not limited to, the following:   
  
a. Plan for daily health screening questions of staff and students.

**Please see form attached.**   
  
b. Hygiene Practices:

Practice good hand hygiene frequently by washing hands for at least 20 seconds with soap and water. Use hand sanitizer when water and soap are unavailable. Cover cough and sneezes with a tissue and immediately dispose.

i. Create cleaning and disinfection protocols that include frequently touched surfaces; transport vehicles; schedules for increased cleaning, routine cleaning, and disinfection; ensuring adequate cleaning supplies and correct use/storage.

*We have stocked up on adequate supplies to include hand sanitizer stations throughout the building, face coverings, UV wand sanitizers, commercial cleaning items. All supplies will be kept locked up.*

ii. Provide additional hand sanitizer/ handwashing stations.

Additional hand sanitizing stations have been installed around the building.

iii. Ensure adequate supplies to minimize sharing to the extent possible (e.g. dedicated student supplies, lab equipment, computers, etc).

Adequate supplies will be provided to minimize sharing of supplies. Computers, tablets, student supplies, etc. will be assigned to students while at school. Any shared items will be sanitized in between use.

c. Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible.

Ventilation systems are operating properly and will be serviced regularly.   
  
d. Ensure that water systems and features are safe to use after a prolonged facility shutdown.

Water systems and features are operating properly.

This section of the plan should include, but is not limited to, the following:   
  
a. Implement protections for staff and children at higher risk for severe illness from COVID-19.

Extra protection measures will be put in place to help ensure the safety of higher risk staff and students. Measures could include but are not limited to, smaller class size, smaller lunch group, distance learning and teaching. We are working with the LEAs on IEPs to address the need for remote instruction versus in person instruction.   
  
b. Align plans for gatherings, field trips and volunteer restrictions consistent with any Executive Order in place.

Yes, all gatherings, field trips, and volunteers will remain postponed. Unless it is deemed necessary by the IEP team. For students with CBI included in the IEP, no more than 2 students will attend in a vehicle large enough to social distance (ie. Suburban with one student in the back seat and one on the first row).   
  
c. Implement sick leave policies and practices that enable faculty, staff and students to stay home or self-isolate when they are sick or have been exposed.

Sick Leave policies and practices will remain in place to enable students and staff to stay home or self-isolate when they are sick. Staff have leave available for sick time off.  
  
d. Train back-up staff to ensure continuity of operations.

Staff are available and have been trained to ensure continuity of operations. The school nurse will provide training to selected staff for the daily health checks as well as any potential threat of illness.

This section of the plan should include, but is not limited to, the following:   
  
a. Create policy options to support those at higher risk for severe illness to limit their exposure risk (e.g. telework, modified job duties, virtual learning opportunities).

Extra protection measures will be put in place to help ensure the safety of higher risk staff and students. Measures could include but are not limited to, smaller class size, smaller lunch group, distance learning and teaching. Remote learning is available as an option as determined through the IEP.  
  
b. Implement flexible sick leave policies and practices that enable faculty, staff and students to stay home or self-isolate when they are sick or have been exposed.

Sick Leave policies and practices will remain in place to enable students and staff to stay home or self-isolate when they are sick.

c. Develop policies for return to class/work after COVID-19 illness.

Policies have been developed and will be distributed prior to returning to school. These policies will be in line with the CDC guidance.

This section of the plan should include, but is not limited to, the following:

a. Separate and isolate those who present with symptoms.

Symptomatic staff and students will be isolated from others. An office located on the other side of the building is being designated as the area to isolate if needed. A staff member will accompany the student and remain until a family member arrives to pick up the student.

b. Facilitate safe transportation of those of who are sick to home or healthcare facility.

Parents, and caregivers will provide transportation if the student is ill.  
  
c. Implement cleansing and disinfection procedures of areas used by sick individuals.

High traffic areas will be disinfected regularly. Extra measures will be put in place for the nurse’s office as well as the isolation area, if utilized.   
  
d. Develop a communications plan with local health department to initiate public health investigation, contact tracing and consultation on next steps.

Communication plan is in place with the proper departments.

This section of the plan should include, but is not limited to, the following:   
  
a. Determine which conditions will trigger a reduction in in-person classes.

If any faculty, staff, or students have come in contact with any person that has had a confirmed case of Covid-19 in the last 14 days or if the VDOE or Governor order a change in Phase. In addition, if the IEP team determines remote instruction is the option for specific students.

b. Determine which conditions will trigger complete school closure.

A confirmed, positive case of Covid-19 from any student, staff, or Faculty member, would call for school closure, and all center-based instruction would cease for 14 days. In addition, should the Governor or VDOE order school closure.