



## HEALTH AND SAFETY PLAN – SUMMER SESSION

### INTRODUCTION

The COVID-19 pandemic has presented school across the country with a myriad of challenges. The COVID-19 virus is a highly contagious illness that primarily attacks the upper respiratory system. The virus that causes COVID-19 can infect people of all ages. Research from the Centers for Disease Control, among others, has found that while children do get infected by COVID-19, relatively few children with COVID-19 are hospitalized. However, some severe outcomes have been reported in children, and a child with a mild or even asymptomatic case of COVID-19 can spread the infection to others who may be far more vulnerable. While it is not possible to eliminate all risk of furthering the spread of COVID-19, the current science suggests there are many steps schools can take to reduce the risks to students, teachers, and their families. The SUN Tech will take the necessary precautions and recommendations from the federal, state, and local governments, CDC, PA DOH, as well as Department of Education. SUN Tech realizes the knowledge regarding COVID-19 is constantly changing as new information and treatments become available. These recommendations will be adjusted as needed as new information becomes available in order to decrease the risk of exposure for our students, staff, and instructors.

**Type of Reopening:** Summer students will attend in person instruction Monday through Friday according to their instructor’s schedule while in the green and yellow phases. Should the school return to a red phase, students will be moved to distance learning.

**Launch Date:** July 6, 2020

**Hours of Instruction:** 7:00AM – 4:00PM

**Student Entry:** All students will enter through the west front entrance from the student parking lot.

**Lunch:** No lunch service is available during the summer program. Students are to pack all food and drink items. All drinks must be in factory sealed containers.

**Restroom:** Students will have access to a restroom located in the training program.

**Water:** Students may choose to bring bottled water or use the water fountain within the classroom.

**Transportation:** Students are providing their own transportation and reminded to practice social distancing. All students must be picked up no later than 4PM.

**Pandemic Safety Coordinator:** Jennifer Hain, Administrative Director

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	Yellow Phase	Green Phase
<b>Facilities Cleaning, Sanitizing, Disinfection and Ventilation</b>		
<ul style="list-style-type: none"> <li>• Theory Room</li>   <li>• Lab Space</li>   <li>• Workstation</li>   <li>• Tools</li>   <li>• Restroom</li>   <li>• Water Fountain</li>   <li>• Locker Room</li>   <li>• Lunch</li> </ul>	<ul style="list-style-type: none"> <li>• Student will disinfect desk at the beginning, before/after lunch and end of day.</li>   <li>• Instructor will instruct students on proper disinfection of high touch areas within the program as part of daily cleanup at mid-day and at the end of the day.</li>   <li>• Student will disinfect his/her own workstation before and after each use.</li>   <li>• Student will use tools issued and disinfect tools after each use.as recommended by industry.</li>   <li>• Custodial staff will disinfect restroom twice daily.</li>   <li>• Student should disinfect before and after use.</li>   <li>• Students should disinfect locker door and handle daily.</li>   <li>• Provided in the classroom and area should be disinfected before and after eating.</li> </ul>	<ul style="list-style-type: none"> <li>• Student will disinfect desk at least once a day.</li>   <li>• Instructor will instruct students on proper disinfection of high touch areas within the program as part of daily cleanup.</li>   <li>• Student will disinfect his/her own workstation at least once a day.</li>   <li>• Student will use tools issued and disinfect tools after each use.as recommended by industry.</li>   <li>• Custodial staff will disinfect restroom once daily.</li>   <li>• Custodial staff should disinfect once daily</li>   <li>• Students should disinfect locker door and handle weekly.</li>   <li>• Provided in the cafeteria and area should be disinfected before and after eating. Social distancing should be practiced.</li> </ul>

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<ul style="list-style-type: none"> <li>Hallways/Entry Point</li> </ul>	<ul style="list-style-type: none"> <li>Custodial staff will disinfect entry points and door handles twice daily.</li> </ul>	<ul style="list-style-type: none"> <li>Custodial staff will disinfect entry points and door handles once daily.</li> </ul>
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### Monitoring Student and Staff Health

<ul style="list-style-type: none"> <li>Entry Screening</li> </ul>	<p>The school safety officer will conduct screenings upon student and entry:</p> <ul style="list-style-type: none"> <li>Daily temperature</li> <li>CDC Guideline Screening Questions</li> </ul>	<p>The school safety officer will conduct screenings upon student and staff entry:</p> <ul style="list-style-type: none"> <li>Daily temperature</li> <li>CDC Guideline Screening Questions</li> </ul>
<ul style="list-style-type: none"> <li>Vulnerable Students</li> </ul>	<ul style="list-style-type: none"> <li>Students with health conditions should have parent contact the school safety officer/nurse.</li> </ul>	<ul style="list-style-type: none"> <li>Students with health conditions should have parent contact the school safety officer/nurse.</li> </ul>
<ul style="list-style-type: none"> <li>Student Isolation/Quarantine</li> </ul>	<ul style="list-style-type: none"> <li>Students experiencing symptoms or returning from exposure events will report to a separate Nurse’s Suite clearly identified for this use. This area will be separate from the regular Nurse’s Office.</li> </ul>	<ul style="list-style-type: none"> <li>Students experiencing symptoms or returning from exposure events will report to a separate Nurse’s Suite clearly identified for this use. This area will be separate from the regular Nurse’s Office.</li> </ul>
<ul style="list-style-type: none"> <li>In event of an exposure</li> </ul>	<ul style="list-style-type: none"> <li>Students who were in contact (within 6’ for 10 minutes or more) of the symptomatic student will be referred to the isolation room. Parents will be notified and required to pick student up unless student is able to drive home from school. A return to school plan will be determined by the most recent CDC or local Department of Health recommendations.</li> </ul>	<ul style="list-style-type: none"> <li>Students who were in contact (within 6’ for 10 minutes or more) of the symptomatic student will be referred to the isolation room. Parents will be notified and required to pick student up unless student is able to drive home from school. A return to school plan will be determined by the most recent CDC or local</li> </ul>

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		Department of Health recommendations.
<b>Social Distancing and Other Safety Protocols</b>		
<ul style="list-style-type: none"> <li>• Theory Room</li> <li>• Lab Space</li> <li>• Models</li> <li>• Use of Face Coverings</li> </ul>	<ul style="list-style-type: none"> <li>• Students will be required to wear masks and sit at 6’ intervals.</li> <li>• Student workstations will be placed at 6’ intervals</li> <li>• When possible, manikins will be used perform tasks. From time to time a live model will be necessary. In those cases, students will wear a mask and shield both to protect both students.</li> <li>• Students will always wear face masks, except when eating. Shields will be used in some cases as extra protection or for students unable to wear masks due to health/disability concerns.</li> </ul>	<ul style="list-style-type: none"> <li>• Students will be required to wear masks and sit at 6’ intervals.</li> <li>• Student workstations will be placed at 6’ intervals</li> <li>• When possible, manikins will be used perform tasks. From time to time a live model will be necessary. In those cases, students will wear a mask and shield both to protect both students.</li> <li>• Students will always wear face masks, except when eating. Shields will be used in some cases as extra protection or for students unable to wear masks due to health/disability concerns.</li> </ul>
<p><b>Hygiene in Class:</b></p> <ul style="list-style-type: none"> <li>• Handwashing</li> <li>• Sharing of Materials</li> </ul>	<ul style="list-style-type: none"> <li>• Students will practice frequent handwashing and sanitizing as required by their profession standards.</li> <li>• Students will be provided with materials sufficient for his/her individual tasks. Cosmetology students will</li> </ul>	<ul style="list-style-type: none"> <li>• Students will practice frequent handwashing and sanitizing as required by their profession standards.</li> <li>• Students will be provided with materials sufficient for his/her</li> </ul>

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	also be purchasing a student kit with personal tools and manikins.	individual tasks. Cosmetology students will also be purchasing a student kit with personal tools and manikins.
<b>Family Notifications:</b> <ul style="list-style-type: none"> <li>• Closure</li>      <li>• Exposure Risks</li> </ul>	<ul style="list-style-type: none"> <li>• Parents and students will be notified through the Skylert automated call system for all notifications.</li>     <li>• Parents of students who have potential been exposed while at school will be contracted personally by phone.</li> </ul>	<ul style="list-style-type: none"> <li>• Parents and students will be notified through the Skylert automated call system for all notifications.</li>     <li>• Parents of students who have potential been exposed while at school will be contracted personally by phone.</li> </ul>
<b>Training:</b> <ul style="list-style-type: none"> <li>• Signs and Symptoms</li>      <li>• Handwashing</li>     <li>• Disinfection Agents and Procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Health and Safety Officer will provide training on screening process, identifying and reporting procedure when experiencing symptoms.</li>    <li>• Initial training will be provided by the Health and Safety Officer with the instructor providing follow-up reminders.</li>    <li>• Instructor will provide industry specific training in conjunction with the Building &amp; Grounds Supervisor.</li> </ul>	<ul style="list-style-type: none"> <li>• Health and Safety Officer will provide training on screening process, identifying and reporting procedure when experiencing symptoms.</li>    <li>• Initial training will be provided by the Health and Safety Officer with the instructor providing follow-up reminders.</li>    <li>• Instructor will provide industry specific training in conjunction with the Building &amp; Grounds Supervisor.</li> </ul>

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<p><b>Posting of Signage:</b></p>	<ul style="list-style-type: none"> <li>• Signage related to handwashing procedures, reminders, COVID-19 facts and symptoms, face mask reminders, distancing and disinfection reminders will be posted at entry points and in the program space.</li> </ul>	<ul style="list-style-type: none"> <li>• Signage related to handwashing procedures, reminders, COVID-19 facts and symptoms, face mask reminders, distancing and disinfection reminders will be posted at entry points and in the program space.</li> </ul>
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**What are the signs and symptoms of COVID-19?**

Symptoms may appear 2-14 days after exposure to the virus. The symptoms may range from mild to severe.

**Symptoms may include:**

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore Throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

**What to do if you are sick?**

- If you are sick with COVID-19 or think you are infected with the virus, **STAY AT HOME**. It is essential that you take steps to help prevent the disease from spreading to people in your home or community. If you think you have been exposed to COVID-19 and develop a fever and symptoms, call your healthcare provider for medical advice.
- Notify the school immediately (school nurse, attendance officer, principal, or director)

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- It will be determined if others who may have been exposed (students, staff, instructors) need to be notified, isolated, and /or monitored for symptoms

### **What to do if a student or staff become ill with COVID-19 symptoms during school?**

- Every effort will be made to isolate the ill individual from others, until the student or staff member can leave the school
- Parent/guardian will be contacted immediately, and arrangements will be made for the student to be picked up
- Ill individual will be asked to contact their physician or appropriate healthcare professional for direction

### **Return of student or staff following a COVID-19 diagnosis?**

- Student or staff should have medical clearance from their physician or appropriate healthcare professional, determined to be non-contagious,
- Fever free (without fever-reducing medicine), improvement in respiratory symptoms (cough, shortness of breath), no vomiting or diarrhea.

## Health and Safety Plan Governing Body Affirmation Statement

The Joint Operating Committee for SUN Area Technical Institute reviewed and approved the Phased School Reopening Health and Safety Plan on June 18, 2020.

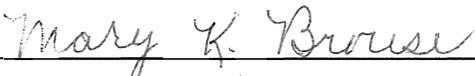
The plan was approved by a vote of:

  5   Yes

  0   No

Affirmed on: June 18, 2020

By:

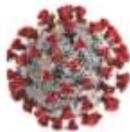


\_\_\_\_\_  
(Signature of Board President)

Mary Brouse

\_\_\_\_\_  
(Print Name of Board President)

## What you should know about COVID-19 to protect yourself and others



### Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



### Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



### Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



### Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet a way from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



### Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



### Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.



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[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)