

Comprehensive Learning Center

Township/County Location: Warminster, Bucks County, PA

Phased School Reopening Health and Safety Plan Template

As advised by the PA Department of Education, 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. CLC's Health and Safety Plan was developed and tailored to the unique needs of our students and of local health agencies. Given the dynamic nature of the pandemic, this plan allows for flexibility to adapt to changing conditions. The templates within this plan are used to document CLC'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. CLC's Health and Safety Plan has been approved by its governing body and posted on our website prior to the reopening of school.

CLC will continue to monitor this Health and Safety Plan throughout the year and update as needed. All revisions will be provided to CLC's governing body prior to posting on the school entity's public website.

Updates to this plan are noted through colored highlighted text according to date of revision. See key below:

Original Plan Effective: July 6, 2020

Revision #1 Effective: September 8, 2020

Revision #2 Effective: November 30, 2020

Table of Contents

Health and Safety Plan	3
Type of Reopening.....	4
Pandemic Coordinator/Team	5
Key Strategies, Policies, and Procedures	6
Cleaning, Sanitizing, Disinfecting and Ventilation.....	7
Social Distancing and Other Safety Protocols	10
Monitoring Student and Staff Health	24
Other Considerations for Students and Staff	37
Health and Safety Plan Professional Development.....	41
Health and Safety Plan Communications	42
Health and Safety Plan Summary	43
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation	44
Social Distancing and Other Safety Protocols.....	44
Monitoring Student and Staff Health.....	48
Other Considerations for Students and Staff.....	50
Health and Safety Plan Governing Body Affirmation Statement	52

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.

Health and Safety Plan: Comprehensive Learning Center

All CLC 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 virtual learning, whether using digital or non-digital platforms. 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.

CLC is located in Bucks County and will follow this county's current designation (i.e., red, yellow, green) and the best interests of our local community, CLC has indicated which type of reopening our Executive Director has selected by checking the appropriate box in row three of the table below.

The remainder templates within this plan document CLC's plan to bring back students and staff, how we will communicate the type of reopening with stakeholders in our 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 CLC should account for changing conditions in its 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 virtual learning).
- Blended reopening that balances in-person learning and virtual learning for all students (i.e., alternating days or weeks).
- Total virtual 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 full-time, in-person learning: September 8, 2020

Update 12/3/2020 – While CLC opened for full-time, in-person learning on September 8, 2020, this plan covers any mode of in-person services, whether blended in-person and virtual learning or full-time, in-person learning. CLC is prepared to alter its learning modality dependent upon cases of COVID-19.

Pandemic Coordinator/Team

CLC has created a Pandemic Crisis Team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools in Pennsylvania. The pandemic team is responsible for facilitating the planning process, monitoring implementation of the 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 CLC community.

In the table below, individuals are listed who serve as the pandemic coordinators, plan developers, response team, advisors, and the stakeholder group they represent. Each pandemic team member and stakeholder group they represent (i.e., administrators, instructional staff, office staff, parents, and students), has a specific role in planning and implementation of CLC’s Health and Safety Plan.

- **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.
- **Advisory Team:** Individual or organization will play a role to consultant the pandemic coordinators in understanding health and safety matters as pertaining to the coronavirus.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Cindy Murphy, Executive Director	School Entity & Parents	Pandemic Coordinator, Plan Development & Response Team
Barbara Leon, Dir. of Ops.	School Entity & Administrative Staff	Pandemic Coordinator, Plan Development & Response Team
Aileen Tschirlig, Clinical Director	Educational Staff and Students	Plan Development & Response Team
Matt Ward, Clinical Director	Educational Staff and Students	Plan Development & Response Team
Amanda Fremont, Clinical Director	Educational Staff and Students	Pandemic Crisis Response Team

Noel McGinley, Bayada School Nurse	Health and Wellbeing of All Employees and Students	Pandemic Crisis Response Team
Hayes and Leichter Infection Prevention and Disinfection Certified Infection Preventionists, University of Pennsylvania	Health and Wellbeing of All Employees and Students	Advisory Team

Key Strategies, Policies, and Procedures

The pandemic team has used the Pennsylvania Department of Education’s (DOE) Preliminary Guidance for Phased Reopening of PreK-12 Schools to create its Health and Safety Plan to best meet the needs for our students and employees.

Detailed summaries describing the key strategies, policies, and procedures CLC will employ have been created. An asterisk (*) denotes a mandatory DOE element of the plan. CLC also incorporated other DOE requirements which were highly encouraged to the extent possible. CLC’s goal is to provide a safe and healthy environment for our students and employees.

For each requirement within each domain, we have documented 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 CLC 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 “same as Yellow” is in this cell.
- **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and CLC is prepared for effective implementation.
- **Materials, Resources, and/or Supports Needed:** List of 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?

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

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

The safety of our staff and students is of utmost importance in the decision to fully re-open on September 8, 2020. Comprehensive Learning Center (CLC) is committed to protecting the health and safety of our students and employees during this challenging time.

Prior to Re-opening the Facility

- Entire building was cleaned and sanitized using commercial-grade disinfecting cleaning products. CLC's janitorial contractor uses multiple commercial supply vendors to procure cleaning products. The two primary products are *Aqua Chem Pacs* and *Micro Ban 24* Disinfectant Cleaner (see specifications in Attachment #1).

Daily Cleaning/Sanitizing

- Our ratio of staff to students is primarily 1:1 throughout the school day. This level of supervision allows for on-going disinfecting of high-touch points throughout the building on a daily basis, making our cleaning/sanitizing requirements achievable and effective.
- When possible, instructional staff will wipe student desks, chairs, and materials at least once during school hours and again after students are dismissed. Windows in classroom are permitted to be open while HVAC is operating. Student bathrooms are single occupancy and instructional staff will clean high-touch points (e.g., sink/faucet handles, towel and toilet paper dispensers, doorknobs, and commode handles – lights are motion-activated so switches are not touched) after each student use daily and again after students are dismissed.

- Upon returning to full day services, and for any subsequent return to blended learning, CLC will provide for a dedicated staff member responsible for routine disinfecting of high touch point areas throughout the building including but not limited to doorknob/handles, stairwell railings, lockers, swings, bathrooms, and other area/items as needed.
- Kitchen will have limited access. Instructional staff or dedicated cleaning person will clean/sanitize after student use (if applicable) and after students are dismissed.
- All staff are required to clean/sanitize their individual work areas once during the school day and again prior to leaving.
- Janitorial services are scheduled twice weekly and will include cleaning/sanitizing using previously mentioned products.
- Hand sanitizer dispensers (i.e., at least 60% alcohol-based) are available throughout the building for on-going use.

Training

- CLC's Pandemic Team will follow cleaning, sanitizing, and disinfecting guidelines according to product specification. The Pandemic Team will consult with CLC's HVAC contractor on ventilation capabilities of these units to ensure adequacy of air exchange. Clinical Directors will train instructional staff and Director of Operations will train office and administrative staff.
- Protocols reviewed for CLC's half-day reopening are the same as those for our full reopening. New staff will be trained on protocols as applicable by a member of CLC's Pandemic Team or his/her designee.

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>1. CLC HVAC units were not turned off during the mandated closure and therefore, ventilation has been, and will be, ongoing; HVAC scheduled Preventive Maintenance occurred prior to reopening on July 6, 2020 and upgraded HEPA filters will be used. Opening of windows will be permitted while HVAC is operating.</p> <p>2. Before opening, CLC’s janitorial services will conduct a thorough cleaning/ sanitizing of all student and staff areas.</p> <p>3. Throughout the closure, a CLC office staff member has been onsite weekly running faucets and showers, water fountains, dishwashers and washer/dryers, and flushing toilets, etc. to ensure the water did not stagnate.</p> <p>4. Drinking fountains will be covered to prevent student use (but will be maintained to ensure waterlines do not become stagnant).</p> <p>5. CLC does not provide transportation of its students</p>	<p>Same as yellow.</p>	<p>Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors.</p> <p>Barbara Leon, DOO</p>	<p>Primary cleaning products:</p> <p>1. Aqua Chem Pacs Disinfectant Cleaner, Detergent, Deodorizer, Virucide, Fungicide, Mildewstat, Kills Pandemic 2009 H1N1 Influenza A virus. This product will be available for daily cleaning throughout the facility.</p> <p>2. Micro Ban 24</p> <p>3. Cleaning cloths will be provided and washed/dried daily</p>	<p>Y - All staff will be trained on daily cleaning/sanitizing tasks and safety measures in using these products</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 cleaning, sanitizing, disinfecting, and ventilation practices	Designated cleaning person will sanitize common areas after student use as well as individual work areas. HVAC will remain on. Windows will be permitted to be open while running HVAC. Janitorial services are scheduled twice weekly for “deeper” cleaning/sanitizing.	Same as yellow	Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors. Barbara Leon, DOO	Primary cleaning product Aqua Chem Pacs Disinfectant Cleaner, Detergent, Deodorizer, Virucide, Fungicide, Mildewstat, Kills Pandemic 2009 H1N1 Influenza A virus. This product will be available for daily cleaning throughout the facility. Cleaning cloths will be provided and washed/dried daily	Y - All staff will be trained on daily cleaning/sanitizing tasks and safety measures in using products

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:

Classrooms/Learning Spaces

Our main classrooms (i.e., Modules) hold up to 8 students and 8 instructors (1:1 ratio). In order to accommodate full occupancy with appropriate physical distancing as well as in consideration of the risk profile of individual students, various rooms previously used for other purposes will be converted to classrooms. Each student will have his/her own curricular materials, desk, and chair. Each student's learning environment will be spaced at least 6 ft, or at furthest distance possible, from other students/instructors to every extent possible. CLC will utilize small, individual classrooms for those students who present higher risk to others by spreading of saliva or other bodily fluids (e.g., history of spitting/frequent hand mouthing, etc.). Any student considered at high-risk for severe illness, per the CDC, will receive his/her instruction in a self-contained classroom to reduce exposure to others. If necessary, modifications will be made for any staff at high-risk, per CDC criteria, for severe illness to reduce possible exposure.

Communal Spaces

Due to the size and specialized nature of our school, we have limited times per day when students are gathering outside of the classroom. Creating modified schedules for access to these areas (e.g., lockers, playground) is easily accomplished and physical distancing can be achieved in any communal space. Markers are placed on the floor in various communal spaces throughout the building to indicate 6-ft distance from others in these spaces.

Outdoor Space and Social Distancing

Due to the specialized nature of our students and their programming, our traditional activities prior to the pandemic involve our students participating in outdoor activities one-to-one with an adult or in small groups (e.g., 3 or 4 students) only. Use of outdoor space will be modified to ensure one-to-one supervision of each student so that any material touched can be disinfected following use to every extent possible. Outdoor space will be limited so that proper distancing can be achieved at all times. Available equipment will include swings (chains coated with vinyl/rubber so easily disinfected), personal bikes/scooters {sent from home}, and walking path surrounding the playground. Playground use will be limited to ensure proper disinfecting following each use. No more than 3 students and 3 instructors, maintaining appropriate distance, will occupy the playground at one time.

Hygiene Routines

Staff and students will follow hygiene routines such as frequent handwashing using soap and water, hand-sanitizer containing at least 60% alcohol, and covering mouth while coughing/sneezing such as into one's elbow.

Transportation and Social Distancing

CLC does not provide student transportation to or from school. Student transportation is provided via each student's LEA. Due to CLC's small student body (i.e., 36-37 students) and the array of school districts/Intermediate Units served, CLC students arrive in small buses, vans, or cars, with 1 to 5 riders per vehicle. Students exit one vehicle at a time with an adult escort per student or pair of students. Our arrival and dismissal procedures are already highly individualized. In response to the pandemic, CLC staff will ensure that 6 ft physical distance is maintained, to every extent possible, during loading and unloading of each vehicle daily, including while entering/exiting the building, accessing lockers, and while transitioning throughout the hallways.

Visitors and Volunteers

Visitors are restricted to **parents or** educational professionals, required to provide student services, and only when necessary, or facility maintenance and repair vendors. Educational professionals may include speech therapists, psychologists for purpose of student evaluation, etc. Visitors are required to complete a health self-assessment (See Attachment #2) prior to entering the building, wash hands or use hand-sanitizer, and must wear masks **(as described in [UPDATED ORDER OF THE SECRETARY OF THE PENNSYLVANIA DEPARTMENT OF HEALTH REQUIRING UNIVERSAL FACE COVERINGS](#))**. **For those individuals exempt from the Updated Order, accommodations will be made as necessary.** Visitors will maintain 6ft physical distance from students and staff to every extent possible). Only acceptable assessments (*defined as confirming the absence of all symptoms related to COVID-19 by providing signature on the assessment form*) will permit a visitor to gain entrance into the enclosed foyer area. A staff member will perform/ask visitor to self-perform a temperature check (All temperature checks as referenced throughout this Plan are done using infrared, non-touch thermometers only). Only those with a temperature reading less than 100.4 degrees Fahrenheit will gain access to the lobby area for sign-in to other occupied areas of the building. Any visitor with an unacceptable temperature reading will be asked to leave and the foyer area will be cleaned/sanitized. IEP team and parent meetings will continue via *Zoom* or *Teams* meetings. CLC will not use volunteers and has cancelled all onsite, scheduled visitor days and onsite parent meetings. Advisory and Board meetings will also be held virtually.

Safety Protocols Differ Based on Students Grade or Age

CLC safety protocols do not differ based on age of students because, due to diagnoses of autism, all have highly individualized strengths and needs. That is, our older students with autism, for example, are not assumed to tolerate protective equipment more easily than our younger students with autism. Safety protocols involving protective equipment will be implemented to the extent possible with all students regardless of age.

Training

The Plan Development and Response Team has been trained in CDC guidelines for reducing exposure, handwashing, and social distancing. CLC will post these guidelines throughout the building, including in every classroom, bathroom, kitchen, and hallway. \The Plan Development and Response Team will instruct all staff on all safety measures and provide practice sessions when necessary.

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/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<p>CLC students require individualized, one-to-one instructional support from staff for most learning opportunities.</p> <p>-In order to reduce exposure across people within the building, students will be assigned to <i>no more than two instructors to every extent possible*</i> with whom s/he will rotate when receiving in-person instruction. <i>*When possible, students will be assigned only one instructor who delivers his/her instruction.</i></p> <p>Student-Staff assignments (i.e., the student-staff pairing who will be <i>less than 6 feet</i> from each other for more than 15 minutes) will remain constant across the day and week to every extent possible throughout in-person instruction. Staff working in closer proximity to students will</p>	<p>Same as yellow for half-day in-person services.</p> <p>For full-day, in-person services, various rooms previously used for other purposes will be converted to classrooms as necessary to accommodate for appropriate physical distancing during full-day services.</p>	<p>Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors</p>	<p>N/A</p>	<p>Y – All Instructional Staff will receive training on guidance/expectations regarding distance requirements</p>

	<p>wear additional protective equipment (face mask & shield, clothes covering, i.e., lab coat, gloves where applicable).</p> <p>*Modifications as required, per the Updated Face Covering Order include staff working with students who meet the exception criteria for the face mask requirement, are made by those staff wearing double layers of protective equipment on his/her face (e.g., face mask and face shield, double masks).</p> <p>-Module Trainers/Clinical Directors will provide training and support while maintaining at least 6 feet of physical distance to every extent possible.</p> <p>-In the event of the need to maintain safety of a student at risk for harming him/herself or others, additional staff may be necessary to be closer than 6 ft, or in physical contact, with the student in order to provide the required</p>				
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	<p>support. Protective equipment is worn by staff at all times where contact is increased.</p> <p>Student workspaces within each classroom will be spaced at least 6 feet apart, to the extent possible, for all students in the classroom.</p>				
<p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<p>During half-day in-person services, students will eat lunch at home either before or after his/her school session; no meals will be consumed in the kitchen.</p> <p>Kitchen: <i>If</i> utilized, there will be no more than 2 student/instructor pairings at one time. If snack foods are consumed by students, this will occur in his/her classroom at his/her desk/workspace. Staff will eat at their assigned workspaces while maintaining proper distancing followed by disinfecting procedures.</p> <p>2. Lockers: Access will be scheduled and supervised to ensure physical distancing requirements at all</p>	<p>*CLC does not provide food service; all students bring lunch from home.</p> <p>Students will eat lunch in their classrooms spaced at least 6 feet apart and faced away from each other.</p> <p>Staff will eat in locations that allow for a minimum of 6-foot distance from each other. Staff will not face each other while eating.</p> <p>CLC will request that, to every extent possible, student lunches consist of only disposable packaging and single-serving portions of food (i.e., "brown bag" lunches).</p> <p>All lunch materials, including left-over food</p>	<p>Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors</p>	<p>N/A</p>	<p>Y – All Instructional Staff will receive training on requirements for kitchen, and other congregate settings.</p>

	<p>times. High touch points will be cleaned/sanitized after student departures; the interiors will be cleaned/sanitized weekly by instructional staff. CLC will require parents to clean/disinfect student belongings prior to being transported.</p> <p>3. Lobby seating area will be arranged to allow 6ft distance placement of chairs.</p>	<p>and disposable utensils, packaging, etc. will be disposed.</p> <p>CLC will not repackage any opened food items to return home. Parents are asked to be mindful of serving sizes sent to school to avoid waste.</p> <p>To every extent possible, parents are asked to only send in lunch foods that are consumable as is, i.e., no heating/refrigeration necessary*.</p> <p>*Parents with concerns regarding meal-time requirements are asked to speak directly to a Clinical Director and, individual modifications to meal-time requirements will be made as deemed necessary for the health and safety of the student. Please note that requests to accommodate parent preference with regard to mealtime modification will not be accommodated.</p> <p>Kitchen: <i>If</i> utilized, there will be no more than 2 student/instructor</p>			
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		<p>pairings at one time. Students will not face each other if eating in the kitchen. If snack foods are consumed by students, this will occur in his/her classroom at his/her desk/workspace. Staff will eat at their assigned workspaces while maintaining proper distancing followed by disinfecting procedures.</p> <p>2. Lockers – Same as yellow</p> <p>3. Lobby – Same as yellow</p>			
<p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<p>1. CLC students receive on-going instruction to hygiene activities on an on-going basis. Instructional staff will continue to supervise, and instruct where necessary, proper hand-hygiene practices as required (e.g., following bathroom use, before and after eating, when coughing/sneezing, etc. as well as proper disposal of soiled materials in the most hygienic manner). Staff are required to practice hand hygiene for all listed activities above as well.</p>	<p>Same as yellow</p>	<p>Aileen Tschirig, Amanda Fremont, and Matt Ward, Clinical Directors.</p>	<p>N/A</p>	<p>Y-Staff will be trained on all heightened expectations/requirements related to hygiene practices.</p>

	2. Both employees and students are required to practice hand hygiene upon arrival to school and at each reentry to the classroom during each school day.				
* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs	CLC will post the CDC posters on these topics in common areas as well as classrooms and bathrooms (see Attachment #3)	Same as yellow	Barbara Leon, Director of Operations	N/A	N
* Identifying and restricting non-essential visitors and volunteers	CLC requires and will continue to require visitors to schedule onsite visits. CLC will limit those visits to essential professionals only. Visitation to CLC of non-CLC personnel is suspended.	Same as yellow	Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors and Barbara Leon, Director of Operations	N/A	N
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	1. Playground - Due to the specialized nature of our students and their programming, our traditional activities prior to the pandemic involve our students participating in outdoor activities one-to-one with an adult or in small groups (e.g., 3 or 4 students with 2 to 4 Instructors) only. Use of outdoor space will be modified to ensure one-to-one supervision of	Same as yellow except: Students will participate in physical education activities in the gym as follows: -One student at a time only if student does not wear a mask -Two to three students at a time only if all are wearing masks for the duration of their activities -Student/s using the gym will remain over 6		N/A	Y – Staff will be trained on expectations/requirements for playground use and PE restriction.

	<p>each student so that any material touched can be disinfected following use (e.g., slide/swing). No more than 3 students and 3 instructors, maintaining appropriate distance, will occupy the playground at one time.</p> <p>2. P.E. - There will be no physical education activities in the school gym during CLC's reopening phase. Any P.E. -related activities completed outdoors will focus on individual skill building only and no team activities will occur.</p> <p>*CLC does not provide team sporting activities. Rather, individualized instruction is provided in a one-on-one format when applicable.</p>	<p>feet apart from each other at all times.</p>			
<p>Limiting the sharing of materials among students</p>	<p>CLC's program structure primarily utilizes individual learning materials, this practice will continue but, will exclude any shared material to the extent possible*. Electronic devices will be provided by parents</p>	<p>Same as yellow</p>	<p>Aileen Tschirig, Amanda Fremont, and Matt Ward, Clinical Directors</p>	<p>N/A</p>	<p>Y-Staff will be trained on all expectations/requirements</p>

	<p>for their child's use during the school day. Any material that travels between home and school will be disinfected upon unpacking at school and requests will be made to disinfect material/s at home before packing to send to school.</p> <p>*Any materials that must be used by more than one student will be disinfected prior to sharing.</p>				
<p>Staggering the use of communal spaces and hallways</p>	<p>With specific schedules for activities already in place, CLC will further limit use by: Designating one stairwell for travel up and one stairwell for travel down when going between floors, limiting elevator access and, scheduling use of the kitchen area/s; Staggered dismissal times to reduce the number of students in a hallway.</p>	<p>Same as yellow</p>	<p>Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors and Barbara Leon, Director of Operations</p>	<p>N/A</p>	<p>Y-Staff will be trained on all expectations/requirements</p>
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>CLC already has a unique individual drop-off and pick-up routine as noted in the summary section but, will enhance this process to maintain 6 ft distance to every extent possible.</p>	<p>Same as yellow</p>	<p>Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors</p>	<p>N/A</p>	<p>Y-Staff will be trained on all expectations/requirements</p>

	<p>CLC requests that no child be allowed to board his/her transportation vehicle at home without providing and acceptable Health Assessment Form to the transportation staff before beginning commute to the school.</p> <p>Upon arrival at school, student temperatures will be rechecked by CLC School Nurse, or designee, before disembarking the vehicle.</p> <p>In the event, a student arrives with an unacceptable temperature the vehicle will be asked to pull-over and wait approximately 10 minutes when temperature will be rechecked and must be acceptable before student is allowed to disembark the vehicle.</p>				
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>Classroom occupancy will be reduced by approximately 50% per classroom. Interactions will be conducted respecting 6ft distance</p>	<p>Same as yellow for half-day, in-person services</p> <p>For full-day in-person services, other rooms will be converted to classroom space as</p>	<p>Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors</p>	<p>N/A</p>	<p>Y-Staff will be trained on all expectations/requirements</p>

	between recipients to every extent possible.	necessary to achieve appropriate physical distancing. CLC's student body consists of 36 to 37 students in a building with over 21,000 sq. ft of occupancy space. As such, area crowding is not a problem and is easily resolved (i.e., space available to spread out) should crowding become an issue. As such, while this will be monitored and addressed if necessary, a specific plan limiting number of individuals isn't needed at this time in order to return to full-day reopening.			
Coordinating with local childcare regarding onsite care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars	CLC does not provide onsite childcare. CLC's school calendar will not be revised and will continue with 180 school days and 29 ESY days. School days will be shortened during ESY for in-person instruction so that classroom occupancy can be reduced and proper distancing achieved. *However, optional, additional virtual instruction is	Same as yellow for half-day in-person services. For full-day, in-person services, the school day will not be shortened. However, as assessed during our half-day reopening phase, CLC should be able to achieve appropriate physical distancing without modified hours/school calendar*.	Aileen Tschirlig, Amanda Fremont, and Matt Ward, both are Clinical Directors.	N/A	N

	available for each student.	*This will be monitored and modified if deemed necessary.			
Other social distancing and safety practices	Onsite instructional and office staff meetings will be virtual when possible or, only while adhering to 6 ft distancing requirements with a limit of no more than 25 staff members. *CLC will monitor CDC and PA DOH recommendations and make adjustments accordingly.	Same as yellow Per PA DOH updated guidance, students and staff are asked to quarantine following travel to specific states as identified by PA DOH when applicable.	Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors and Barbara Leon, Director of Operations	N/A	Y-Staff will be trained on all expectations/requirements

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:

Monitor Health of Students and Staff

Arriving to School/Work

- Daily Self-Assessments – defined as a series of symptom-related health questions, some specifically known as coronavirus symptoms and, daily temperature reading recorded on self-assessment form. *Assessment forms will be modified as necessary per CDC and PA DOH guidance in an on-going manner.
- Parents/Guardians are required to complete a self-assessment of their child each morning, take the child’s temperature and record the results on the self-assessment form.
 - *No child should be placed in a vehicle to be transported to CLC with either, one or more positive responses to the self-assessment questions and/or, a temperature reading of 100.4/+ degrees Fahrenheit.* This includes parents/guardians who choose to transport their child to school.
- When students have fully completed self-assessment forms, with all questions answered as negative and, a temperature reading recorded of 100.3 degrees Fahrenheit or less, the child may be transported to CLC. The parent/guardian provides the completed assessment form/s to the student’s driver, or other responsible adult in vehicle at time of pick-up of the child before pulling away from the student’s home.
- Once at CLC, while vehicles are waiting in line, prior to the pulling up to the unloading section of the drop-off/pick-up lines, designated staff members, including the School Nurse, will collect the completed self-assessment forms from each driver, review the self-assessment, conduct a temperature check on the student/s in each vehicle, and record the results on the self-assessment form. Students who meet the above-stated criteria are permitted to exit their vehicle at the designated unloading area and will be escorted into the building following 6ft distance protocol.
- **PARENTS, PLEASE NOTE:** Should your child arrive at school without the fully completed self-assessment form, with an assessment form where one or more questions were answered affirmatively, and/or have a temperature reading of 100.4/+ degrees Fahrenheit, the driver will be instructed to pull over to the designated reserved parking area. The School Nurse, or her designee, will call the parent/guardian, provide the reason why their child will not be permitted to enter the school and inform that the child is being immediately transported back home. It is the parent’s responsibility to ensure a responsible adult

is at home to receive the child. Likewise, when a parent/guardian transports, the School Nurse will instruct him/her to return the child home. There are NO EXCEPTIONS. This process is in place to protect all students and staff.

- Prior to entrance, staff will complete a self-assessment form and conduct their own temperature check prior to accessing the building daily*. Temperature reading is recorded on the self-assessment form. Access will be granted to the building only when all questions on the self-assessment are answered as “no” and temperature reading is below 99.9 degrees Fahrenheit. If you arrive earlier than your start time, place your acceptable completed self-assessment with recorded temperature reading in the designated area. The School Nurse, or designee, will collect and conduct staff temperature readings. *During colder outdoor temperatures, the self-administered temperature checks occur in the student entrance stairwell, with only one person in the area at a time (due to the thermometer not working properly when stored outdoors in cold weather). Should an employee have a 100.4 F or higher temperature reading while checking in, s/he should sanitize the equipment and use a disinfecting cloth (located in the bottom bin drawer) on any touched surfaces while exiting the building. A Pandemic Team Member should be notified as soon as possible.
- **STAFF PLEASE NOTE:** If a staff member answers affirmatively to the entry disqualifying criteria on the self-assessment for and/or, registers a temperature of 100.4 degrees Fahrenheit or higher, the staff member will be denied entry to the facility and is required to notify a Pandemic Team Member.
- Completed self-assessments will be collected each day by the School Nurse and filed by day. Self-assessments with positive responses and/or temperature of 100.4 degrees Fahrenheit or higher are flagged for follow up by Response Team.

During School/Workday

- Temperature checks and overall visual health assessments (i.e., checking for the presence of visible symptoms related to COVID-19) will be conducted at least once during the day on both students and staff by the School Nurse or designee.
- Instructional staff will monitor students and call School Nurse if there are suspected health concerns.
- Staff will monitor themselves and self-report any health concerns; the School Nurse will be notified to check staff for symptoms. Staff will have access to infrared thermometers to check their own temperature throughout the day.

Isolation and Quarantine

Isolation - All PPE is required to be worn by those individuals making health assessments of isolated individuals

A designated room near the building’s main entrance/exit will be used as a *containment room*. This room is furnished with non-upholstered furniture (e.g., chair, table, etc.) only.

- Should a staff member, student or visitor become ill s/he is required to isolate him/herself in the designated containment room. An instructional staff member (wearing full protective equipment) accompanies an ill student as necessary for student supervision and safety. A staff member or visitor may isolate alone. The staff member or visitor is to use the phone in this area to contact a Pandemic Team Member and explain symptoms. The School Nurse will be notified and perform a health assessment and take the individual's temperature. The Pandemic Team Member and School Nurse will determine if the individual is to exit the building or able to remain onsite.
- When a suspected contagious individual exits the room, staff assigned to clean/disinfect the area will wait *at least 1 hour, but up to 24 hours when possible*, before reentering the room, the room will be cleaned/disinfected by a Pandemic Team Member or School Nurse wearing full PPE
- When Required to Exit the Building following Isolation and Health Assessment

Pandemic Team Member or School Nurse will contact Bucks County Department of Health to advise of the situation and obtain any further instructions which would be shared with the Pandemic Team Coordinators.

- *Exit occurs through the main entrance ONLY*
- Students – a staff member wearing full PPE will remain with the student in the containment room (for the student's safety and supervision) while the student's personal belongings are retrieved by the Pandemic Team Member. The School Nurse will call the parent/s and inform him/her of the symptoms and that their child is to be immediately picked up. The School Nurse will remind parents/guardian who retrieves the child that s/he is not to return to school the next day and are required to call the Pandemic Team Member the next day to review the student self-assessment questions to determine when the child may return to school. Parents are instructed to park outside the Main Entrance and call the office. Parent/s are not to enter the building at this time, rather the Pandemic Team Member or School Nurse will bring their child out to them. Pandemic Team Member returns to the containment room to seal off the area for a minimum of 1 hour, *but preferably for 24 hours* before the room is disinfected by School Nurse, dedicated disinfected/sanitizing person, pandemic team member or designee, in full PPE and following specific disinfecting protocol. Any items to be laundered will be taken immediately to the laundry room to be washed/dried in as high temperature water as possible. Any disposal PPE will be sealed in a plastic bag and disposed of outside the building. The staff member will perform hand hygiene and adorn in fresh PPE.
- **Parents Please Note:** When a student needs to leave the premises due to suspected contagiousness, the Pandemic Team Member or School Nurse contacts, or makes arrangements to contact, parent/s/guardian to

pick up the student as soon as possible. There are NO EXCEPTIONS. This process is in place to protect all our students and staff.

- Staff members or Visitor – The individual's necessary belongings will be gathered and brought to isolated individual by the Pandemic Team Member, as well as any PPE needed so s/he may exit the building. The individual is reminded that s/he is not to return to work the next day. Rather, s/he is required to call the Pandemic Team Member the next day to review the self-assessment questions to determine when the individual may return to work. Visitors are asked to inform the Pandemic Team Member of any ongoing symptoms for the safety and well-being of our staff and students. The Pandemic Team Member will disinfect the area no sooner than when 1 hour, (24 hours when possible) has passed since the individual exited the building through the Main Entrance Only. Any items needed to be laundered will be taken immediately to the laundry room to be washed/dried. Any disposal PPE will be sealed in a plastic bag and disposed of outside the building. The Pandemic Team Member follows this same process for his/her PPE, use hand sanitizer and adorns with fresh PPE.

Able to Remain in Building –

- Students - Due to the nature and potential self-reporting deficits of individuals with autism, CLC will err on the side of caution and require all students exhibiting symptoms of illness or with fever of 100.4/+ degrees Fahrenheit to be picked up immediately. Follow the process in the Student Exit section above.
- Staff Members or Visitor – when granted permission to remain onsite, individual is required to wear full PPE and obligated to immediately isolate at any signs of repeated or new symptoms and follow the Staff members Visitor isolation steps above.

Assessing Others -

- For staff within 6 ft of an isolated individual for 10 minutes or longer - The Pandemic Team Member and School Nurse will identify those with whom the exited and isolated individual was closer than 6ft away for 10 minutes or longer. Those individuals are to remain within their current area (or alternate containment room if warranted) for a health assessment and temperature reading. All individuals are to disinfect hands with sanitizer prior to health assessment.

- If no symptoms nor fever are present, the individuals may return to normal activities, but are to err on the side of caution and wash their hands/use hand sanitizer frequently and isolate themselves immediately at signs of illness or fever and follow process above for isolation.
- Staff or Visitor – Continue to self-monitor for symptoms and fever. You may return to work the next day barring no symptoms nor fever of 100.4/+ degrees Fahrenheit and an acceptable self-assessment.
- Students - Parents will be notified by the School Nurse of the isolation and close proximity of an ill individual. Parents will be informed of the results of their child's onsite health assessment and advise the parents/guardians to monitor their child for symptoms. The child may return to school the next day barring no symptoms nor fever of 100.4/+ degrees Fahrenheit and an acceptable student self-assessment (please note the requirement of 24-hours fever free per CLC's Health and Wellness Policy under typical circumstances and that being fever-free for 24 hours is part of the self-assessment).

An exception to returning to CLC the next day is if CLC was notified that the ill individual who exited the building developed additional COVID-19 symptoms or tested positive. Proceed to the Quarantine and Exposure section for details.

Quarantine and Exposure

Should CLC be exposed to a probable or confirmed case of COVID-19, the following procedures and protocols for quarantining are in effect.

CLC will seek and follow the guidance of the Bucks County Department of Health (DOH) who may conduct their own exposure/contact tracing investigation. If an employee is exposed, CLC will also contact the county of residence for that employee. Actions may include closing off a particular room or section of CLC for cleaning/disinfecting, quarantining students and staff assigned to a particular room or, possible school-wide closure of 3 -7 days or longer. In addition to DOH guidance, or in the event of delay in receiving said guidance, Pandemic Coordinators will consult with CLC's Pandemic Team and or contracted Infection Prevention and Disinfection Certified Consultants for action steps to ensure the health and safety of students, staff, and our community.

Guidelines of a 14-day Mandatory Quarantine:

- 14-day Mandatory quarantine for any staff member or student who resides with a person who has a confirmed/presumptive case of COVID-19.

- 14-day quarantine or, meet other CDC criteria (e.g., negative test) for any staff or students who travel out of state
- Quarantine period will align with CDC modification to quarantine requirement as applicable and only when possible. This may include 10-day quarantine minus symptoms for staff only if CDC criteria can be met. CLC will not utilize the 7-day option as the required criteria are unlikely achievable.

How is the Corona Virus Transmitted?

- Direct contact transmission occurs when there is physical contact between an infected person and a susceptible person. They are spread through direct physical contact with blood or body fluids.
- Indirect contact transmission occurs when there is no direct human-to-human contact. Contact occurs from exposure to contaminated surfaces or objects.
- Environmental contact refers to a person having been present in the same facility or environment where a known infected individual had been present while contagious.

Notification of Exposure

- CLC requires both staff members and student parents to immediately notify Cindy Murphy, Pandemic Coordinator of you/your child's exposure to COVID-19 as defined in the How is the Corona Virus Transmitted section above.

Absences During COVID-19 Phases

- If an employee, student or someone residing with him/her (e.g., parent, spouse, child, sibling, etc.) is quarantined by the Department of Health, the employee or student must stay home and not report to work or school for 14 days or until advised by School Nurse following her consultation with county of residence department of health. Notify a Pandemic Team Member. A completed quarantine period, DOH return to work letter, and/or a doctor's note is required to return onsite to CLC.
- Student absences are excused.
- Employees quarantined may discuss the possibility to work from home with the Executive Director. Note: not all positions are available to work from home. Employees are required to follow the guidelines in the CLC COVID-19 Work-From-Home Policy. If not working from home, employees may use Paid Time Off (PTO) during the quarantine. Employee should contact Human Resources for their remaining PTO balance.

- Extended Family Medical Leave Act (EFMLA) will be available for prolonged closure of a dependent child's childcare services or schools through December 31, 2020. Contact Human Resources.
- If an employee has a child that attends a school building that closes due to COVID-19 and needs to take the day off, the employee will follow the same call out procedure currently in place. Employees may use Paid Time Off (PTO) days. Employee should contact Human Resources for their remaining PTO balance.
- Should an employee fall within the Guidelines of a 14-day Mandatory Quarantine as noted above, you may be eligible for paid time off according to the CARES Act.

CLC Closure due to Confirmed/Presumptive cases of COVID-19

- CLC will follow Recommendations for Pre-K to 12 Schools Following Identification of Case(s) of COVID-19
- Cindy Murphy, Pandemic Coordinator will announce the closure and for employees and parents to monitor for symptoms.
- The Clinical Directors from the Pandemic Response Team will plan for virtual learning.
- Options for employees may include working from home. Approval to work from home will depend on the need of the school/business as a whole. The Pandemic Coordinators will make these decisions.
- Barb Leon, Pandemic Coordinator will coordinate the deep cleaning/sanitizing of the building prior to re-opening.
- Employees and parents are required to report confirmed/presumed cases of COVID-19 to Cindy Murphy, Pandemic Coordinator for the safety and well-being of CLC as a whole.
- Accommodations to work from home may be available for employees who are unable to return to work or have health-related concerns. Note that not all positions may be available to work remote. Employees are to follow the guidelines of the CLC COVID-19 Work-From-Home Policy.
- Accommodations for students whose parents have concerns of returning to onsite instruction may request virtual learning. Consult with a Pandemic Team Member.

Re-opening Notification

- Notification of planned re-opening will be announced via email and/or blast text message to all employees and parents.
- Cindy Murphy, Pandemic Coordinator will likewise inform school districts of the impending re-opening via email.
- Employees and parents should monitor their emails and cell phones daily for updated information.

Changes to this Health and Safety Plan

- The Pandemic Plan Development Team may revise/modify this plan to meet the needs of our employees and students.
- Cindy Murphy, Pandemic Coordinator will continue to monitor the Center for Disease Control (CDC), Pennsylvania Department of Health (DOH), Bucks County Department of Health (BCDH) and Pennsylvania Department of Education (DOE) for new or modified safety practices.
- The Pandemic Plan Development Team will be trained on new health and safety practices/measures and if need be will seek the professional services of qualified individuals.
- Employees and parents will be notified via email and/or text blasts of these changes.
- The Pandemic Plan Development Team will update CLC’s website with the revised plan.

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>1. Mandatory daily self-assessments and recorded temperature readings on all students and staff prior to entering the main floor of the facility. 2. Mandatory temperature readings upon arrival required on all students and staff. 3. Random temperature and visual health checks conducted throughout the day on students and staff.</p>	<p>Same as yellow</p>	<p>Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations, and School Nurse</p>	<p>Self-Assessments, Infer-red thermometers</p>	<p>Y- Leads will review assessment questions and operation of thermometers for unity in responding on protocols</p>

<p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<p>Isolation Onsite:</p> <ol style="list-style-type: none"> 1. Symptoms of illness or 100.4 +F fever 2. Isolate in designated area 3. Health assessment conducted 4. Individual sent home 5. Contact Primary care provider for evaluation and/ or testing 6. Clean/Sanitize isolation area 7. Assess others who have been in contact of 6ft or less for 15 cumulative minutes or more over 24 hr period 8. Clean/Sanitize other areas of possible exposure 9. May be required to isolate at home for 10 days <p>Isolation 10 days: Individual with Probable or confirmed case of COVID-19-CLC</p> <ol style="list-style-type: none"> 1. May require doctor's note, DOH release from quarantine letter, and/or completion of quarantine period required to return to CLC 2. CLC consults with Bucks County Health Department and follows directives on safety and notifications to other local/state authorities or its contracted Infection Prevention and Disinfection Certified Consultants 3. Immediately close off areas visited by person 4. Clean/disinfect all common areas and equipment 5. Notify staff and parents who were within 6ft for 15 cumulative minutes or more over 24 hr period, 				
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	<p>during the last 48-hours prior to symptom/s and time of isolation or quarantine</p> <ol style="list-style-type: none"> 6. Deep clean overnight 7. May require school closure based on number of exposures, rooms impacted and resources available (e.g., instructional staff, product availability) 8. Student absences excused <p>Quarantine for 10-14 days: Individual has known direct contact</p> <ol style="list-style-type: none"> 1. May require doctor's note, DOH release from quarantine letter, and/or completion of quarantine period required to return to CLC 2. CLC consults with Bucks County Health Department and follows directives on safety and notifications to other local/state authorities 3. Deep clean overnight 4. May require school closure based on number of exposures, rooms impacted and resources available (e.g., teaching staff, product availability) 5. Student absences excused <p>Individual has Known Indirect Contact</p> <ol style="list-style-type: none"> 1. Doctor's note required to return to CLC 2. CLC consults with Bucks County Health Department and follows directives on safety and 				
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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>notifications to other local/state authorities</p> <p>3. Deep clean overnight</p> <p>4. May require school closure based on number of exposures, rooms impacted and resources available (e.g., teaching staff, product availability)</p> <p>5. Student absences excused</p> <p>Individual has Known Environmental Contact</p> <p>1. CLC consults with Bucks County Health Department regarding possible quarantine</p> <p>2. Clean as directed by Bucks County Department of Health</p> <p>3. School likely remains open</p> <p>4. Student absences excused</p> <p>Individual residing in a household with a member with Indirect or Environmental contact</p> <p>1. CLC consults with Bucks County Health Department regarding possible quarantine</p> <p>2. Clean as directed by Bucks County Department of Health</p> <p>3. School likely remains open</p> <p>4. Student absences excused</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>Isolation period complete – individuals may return to CLC provided they are symptom free for 24 hours and able to answer ‘no’ to all self-assessment questions and have no fever for 24 hours without the use of fever-reducing medication (defined as 100.4+ degrees Fahrenheit) upon time of arrival. If individual was advised by CLC or other health care provider not to return for a certain number of days, this will be enforced.</p> <p>Quarantine period complete- May require a doctor’s note – will require a doctor’s note or DOH Release from Quarantine letter. CLC will follow the directive of the Bucks County Department of Health and advise the individual.</p>	<p>Same as yellow</p>	<p>Cindy Murphy, Executive Director, Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations</p>	<p>Bucks County Department of Health</p>	<p>N</p>
<p>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</p>	<p>School Closures are announced through CLC’s internal electronic notification systems to both staff and student parents. Closure Postings are posted at CLC’s main entrance. Changes to safety protocols will be electronical disseminated to staff and parents. CLC’s website will likewise be updated</p>	<p>Same as yellow</p>	<p>Cindy Murphy, Executive Director, Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations</p>	<p>Electronic notification systems of Constant Contact and Send Hub. Website developer.</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	Continuous monitoring of CDC, DOH, BCDH, and DOE websites for updates on screening and best business practices.	Same as yellow	Cindy Murphy, Executive Director, Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations	Website of noted organizations	As required

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 CLC 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:

Face Coverings

- Employees are required to wear face coverings while onsite and in the presence of other individuals.
- Employees in designated offices or workstations may remove their face covering ONLY WHEN there are no other individuals within 6ft of each other.
- At the guidance of DOH, DOE, or CDC, in addition to face coverings, CLC may require instructional staff to wear face shields while performing their student instruction duties while onsite. CLC will require additional face coverings for those staff working with students exempt from the Updated Face Covering Order.
- Students* who are able to tolerate wearing a face covering will be required to do so. It is understood the due to the nature of our student's disability that some students are unable to either wear a face covering or be limited in the length of time wearing a face covering. Instructors may practice with the student to teach longer wear

time as appropriate. *Please note, CLC serves only students with a documented disability of autism which, in most cases, precludes his/her ability to wear a mask.

High Risk Individuals

Parents of students with health needs that place him/her in the High-Risk for Severe Illness category as defined by the CDC, should consult a Lead Team member. To every extent possible, accommodations will be made to mitigate the student's exposure to the general population. Some examples include a designated classroom and instructional material specifically for a student, alternate drop off/pick up times, dedicated restroom, etc. Due to CLC's limited number of classrooms, an alternate option would be for CLC to provide virtual learning until risk of COVID-19 subsides. Other possible accommodations should be discussed with a Pandemic Team Member.

- Employees with higher risk health concerns may have the option to work from a designated location within CLC. This could be a small office, a space with limited access to others, etc. Working remotely temporarily may be another option. Note that not all positions have remote duties that would allow for this option. Employees are to follow the guidelines of the CLC COVID-19 Work-From-Home Program.

Teaching Staff Student Teacher Ratio

- Due to the specialized training and skills needed to support our students' learning, CLC does not use substitute staff from outside agencies. In the event there are not ample instructional staff to accommodate our onsite student population, CLC may be required to develop an alternate, onsite learning schedule, involving a reduced number of students onsite and an increase in virtual learning for students at home.

Quality Learning Opportunities

CLC staff members, including our administrative and office members, support a positive learning environment for all learners whether students are onsite or learning virtually. Because many of our students receive supports in a one-to-one student/staff ratio, CLC is able to monitor whether each learner is actively reaching or maintaining goals and objectives regardless of location of services. Additional support from our Trainers and Directors provides an extra level of staff training to support student learning. Parents are encouraged to attend scheduled virtual meetings for ongoing home consultation and support.

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>1. Assess student health concerns with parents. 2. Make accommodations for onsite learning 3. Virtual learning is an option. 4. Employees may be able to locate in a remote area onsite or occupy an office. 5. Employees may be able to work remotely</p>	<p>Same as yellow</p>	<p>Cindy Murphy, Executive Director, Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations</p>	<p>Students – individual learning materials</p>	<p>N</p>
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>Employees are required to wear a face-coverings at all times when onsite, except when working alone in a private office or otherwise alone in a private room. Instructional staff may be required to wear face shields along with the required mask while performing instructional duties.</p>	<p>Same as yellow</p>	<p>Cindy Murphy, Executive Director, Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations</p>	<p>CLC supplied face coverings or approved personal face coverings</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>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>1. Students who are able to tolerate a face covering are required to do so for as long as possible*. *CLC's students all have a documented disability which precludes his/her ability to wear a mask for most students. *Per the Updated Face Coverings Order, CLC staff working with students who are exempt from wearing a mask, will wear double PPE (e.g., face mask and face shield). 2. Instructors will teach to tolerating a face covering when appropriate.</p>	<p>Same as yellow</p>	<p>Cindy Murphy, Executive Director, Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors</p>	<p>Parent supplied face coverings</p>	<p>Y- a Pandemic Response Team member will provide teacher training</p>
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>Individualized safety protocols will be developed for students unable to participate in the program-wide requirements. Because CLC's students generally have complex needs, instructional staff are required to wear additional CLC provided Personal Protective Equipment (PPE) for additional protection.</p>	<p>Same as yellow</p>	<p>Cindy Murphy, Executive Director, Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors</p>	<p>CLC provided Personal Protective Equipment (PPE) which includes face masks, face shields, lab coats, and disposal gloves</p>	<p>Y- a Pandemic Response Team member will provide teacher training</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)
Strategic deployment of staff	Should a student/instructor require additional support to mitigate a situation, Trainers and Pandemic Team Member/s are called upon to assist in the situation and are required to adorn themselves with PPE	Same as yellow	Cindy Murphy, Executive Director, Aileen Tschirlig, Amanda Fremont, and Matt Ward, Clinical Directors		Y-all CLC teaching staff members and Directors are trained annually in proper hold procedures

Health and Safety Plan Professional Development

The success of CLC’s plan for a healthy and safe reopening requires the Pandemic Team and 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
Proper Cleaning/Sanitizing techniques and product review	All CLC employees	Barbara Leon, Director of Operations	In-person or remote review	Instructions on how to use cleaning/disinfecting products, safety information on products. If needed, CLC's janitorial service will provide instruction	Prior to reopening	Prior to reopening
How to wear personal protective equipment (PPE)	All CLC employees	Cindy Murphy, Executive Director, Aileen Tschirlig and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations, School Nurse	In-person or remote review of provided slide presentation	CLC provided PPE	Prior to reopening	Prior to reopening
COVID-19 Symptoms	All CLC employees	Cindy Murphy, Executive Director, Aileen Tschirlig and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations, School Nurse	In-person or remote review with provided CDC postings	CDC postings on subject matters in common areas as well as classrooms, offices, and bathrooms	Prior to reopening	Prior to reopening
Practicing Safe Distance and Personal Hygiene	All CLC employees	Cindy Murphy, Executive Director, Aileen Tschirlig and Matt Ward, Clinical Directors, Barbara Leon, Director of Operations, School Nurse	In-person or remote review of provided slide presentation	CDC postings on subject matters in common areas as well as classrooms, offices, and bathrooms	Prior to reopening	Prior to reopening

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
Providing CLC’s Health and Safety Plan with protocols and schedules	Parents/Guardians	Cindy Murphy, Executive Director	Email and Posting on CLC website	06/17/20	06/19/20
Establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.	All employees and parents	Cindy Murphy, Executive Director	In person, phone calls and email	Continual	Continual

Health and Safety Plan Summary: Comprehensive Learning Center

Anticipated Launch Date: September 8, 2020

These summary tables provide the local education community with a detailed overview of CLC’s Health and Safety Plan. CLC is required to post this summary on our website.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	<ol style="list-style-type: none">1. CLC HVAC units have not been turned off, therefore ventilation has been and will be ongoing; HVAC scheduled Preventive Maintenance has occurred as scheduled and upgraded HEPA filters will be used. Opening of windows will be permitted while HVAC is operating.2. Before opening, CLC’s janitorial services will conduct a thorough cleaning/ sanitizing of all student and staff areas.3. faucets and showers, water fountains, dishwashers and washer/dryers, and flushing toilets, etc. to ensure the water have been run through time when school was mandated to close to ensure water did not stagnate.4. Drinking fountains will be covered to prevent student use (but will be maintained to ensure waterlines do not become stagnant).5. CLC does not provide transportation of its students

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible	<p>CLC students require individualized, face-to-face instructional support from staff for most learning opportunities.</p> <p>-In order to reduce exposure across people within the building, students will be assigned to <i>no more than three instructors to the extent possible*</i> with whom s/he will rotate when receiving in-person instruction. <i>*When possible, students will be assigned only one instructor who delivers his/her instruction.</i> Student-Staff assignments (i.e., the student-staff pairing who will be <i>less than 6 feet</i> from each other for more than 10 minutes) will remain constant across the day and week to every extent possible throughout in-person instruction. Staff working in closer proximity to students will wear additional protective equipment (face mask & shield, clothes covering, i.e., lab coat, gloves where applicable).</p>

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms 	<p>-Module Trainers/Clinical Directors will provide training and support while maintaining at least 6 feet of physical distance to every extent possible.</p> <p>-In the event of the need to maintain safety of a student at risk for harming him/herself or others, additional staff may be necessary to be closer than 6 ft, or in physical contact, with the student in order to provide the required support. Protective equipment is worn by staff at all times where contact is increased.</p> <p>-Student workspaces within each classroom will be spaced at least 6 feet apart, to the extent possible, for all students in the classroom.</p> <p>*Modifications as required, per the Updated Face Covering Order include staff working with students who meet the exception criteria for the face mask requirement, are made by those staff wearing double layers of protective equipment on his/her face (e.g., face mask and face shield, double masks).</p> <hr/> <p>Students will eat lunch in their classrooms to every extent possible to limit group size in the kitchen. Students will eat lunch in their classrooms spaced at least 6 feet apart and faced away from each other.</p> <p>Staff will eat in locations that allow for a minimum of 6-foot distance from each other. Staff will not face each other while eating.</p> <p>CLC will request that, to every extent possible, lunches consist of only disposable packaging and single-serving portions of food (i.e., "brown bag" lunches). All lunch materials, including left-over food and disposable utensils, packaging, etc. will be disposed of.</p> <p>CLC will not, repackage any opened food items to return home. Parents are asked to be mindful of serving sizes sent to school</p>

*

Requirement(s)

Strategies, Policies and Procedures

***Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices**

To every extent possible, parents are asked to only send in lunch foods that are consumable as is, i.e., no heating/refrigeration necessary*.

*Parents with concerns regarding meal-time requirements are asked to speak directly to a Clinical Director and individual modifications to meal-time requirements will be made as deemed necessary for the health and safety of the student. Please note that requests to accommodate parent preference only with regard to mealtime modification will not be accommodated.

Kitchen: *If* utilized, there will be no more than 2 student/instructor pairings at one time. If snack foods are consumed by students, this will occur in his/her classroom at his/her desk/workspace. Staff will eat at their assigned workspaces while maintaining proper distancing followed by disinfecting procedures

2. Lockers: Access will be scheduled and supervised to ensure physical distancing requirements at all times. High touch points will be cleaned/sanitized after student departures; the interiors will be cleaned/sanitized weekly by instructional staff. CLC will require parents to clean/disinfect student belongings prior to being transported.

3. Lobby seating area will be arranged to allow 6ft distance placement of chairs.

1. CLC students receive on-going instruction to hygiene activities on an on-going basis. Instructional staff will continue to supervise, and instruct where necessary, proper hand-hygiene practices as required (e.g., following bathroom use, before and after eating, when coughing/sneezing, etc. as well as proper disposal of soiled materials in the most hygienic manner). Staff are required to practice hand hygiene for all listed activities above as well.

2. Both employees and students are required to practice hand hygiene upon arrival to school and at each reentry to the classroom during each school day.

Requirement(s)	Strategies, Policies and Procedures
<p>Staggering the use of communal spaces and hallways</p>	<p>that travels between home and school will be disinfected upon unpacking at school and requests will be made to disinfect material/s at home before packing to send to school. *Any materials that must be used by more than one student will be disinfected prior to sharing. With specific schedules for activities already in place, CLC will further limit use by: Designating one stairwell for travel up and one stairwell for travel down when going between floors, limiting elevator access and, scheduling use of the kitchen area/s; Staggered dismissal times to reduce the number of students in a hallway. Markers are placed on the floor in various communal spaces throughout the building to indicate 6-ft distance from others in these spaces.</p>
<p>Adjusting transportation schedules and practices to create social distance between students</p>	<p>CLC already has a unique individual drop-off and pick-up routine as noted in the summary section but, will enhance this process to maintain 6 ft distance to every extent possible.</p>
<p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p>	<p>Classroom occupancy will be reduced by approximately 50% per classroom. Interactions will be conducted respecting 6ft distance between recipients to every extent possible.</p>
<p>Coordinating with local childcare regarding onsite care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p>	<p>CLC does not provide onsite childcare. CLC's school calendar will not be revised and will continue with 180 school days and 29 ESY days. School days will be shortened during ESY for in-person instruction so that classroom occupancy can be reduced and proper distancing achieved. *However, optional, additional virtual instruction is available for each student.</p>
<p>Other social distancing and safety practices</p>	<p>Onsite instructional and office staff meetings will be virtual when possible or, only while adhering to 6 ft distancing requirements with a limit of no more than 25 staff members.</p>

Monitoring Student and Staff Health

Requirement(s)	Strategies, Policies and Procedures
<p>* Monitoring students and staff for symptoms and history of exposure</p>	<ol style="list-style-type: none"> 1. Mandatory daily self-assessments and recorded temperature readings on all students and staff prior to entering the facility. 2. Mandatory temperature readings upon arrival required on all students and staff.

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>3. Random temperature and visual health checks conducted throughout the day on students and staff.</p> <hr/> <p>Isolation Onsite:</p> <ol style="list-style-type: none"> 1. Symptoms of illness or 100.4+ fever 2. Isolate in designated area 3. Health assessment conducted 4. Individual sent home 5. Clean/Sanitize isolation area 6. Assess others who have been within 6 feet for a total of 15 minutes or more during a 24 hour period. 7. Clean/Sanitize other areas of possible exposure 8. Contact primary care doctor for evaluation and testing. May be required to isolate or quarantine at home for 10-14 days. <p>Individual with Probable or confirmed case of COVID-19-CLC Isolate at home for 10 days</p> <ol style="list-style-type: none"> 1. Doctor's note, DOH release from Isolation/quarantine letter, and/or completion of quarantine period required to return to CLC 2. CLC consults with Bucks County Health Department and follows directives on safety and notifications to other local/state authorities or its contracted Infection Prevention and Disinfection Certified Consultants 3. Immediately close off areas visited by person 4. Clean/disinfect all common areas and equipment 5. Notify staff and parents who were within 6ft for total of 15+ minutes or more in 24hrs, during the last 48-hours prior to symptom/s and time of isolation or quarantine 6. Deep clean overnight 7. May require school closure based on number of exposures, rooms impacted and resources available (e.g., instructional staff, product availability) 8. Student absences excused <p>Individual has known Direct Contact Quarantine at home for 10-14 days</p> <ol style="list-style-type: none"> 1. Doctor's note, DOH release from quarantine letter, and/or completion of quarantine period required to return to CLC 2. CLC consults with Bucks County Health Department and follows directives on safety and notifications to other local/state authorities

Requirement(s)	Strategies, Policies and Procedures
<p>* Use of face coverings (masks or face shields) by all staff</p>	<p>4. Employees may be able to locate in a remote area onsite or occupy an office. 5. Employees may be able to work remotely</p> <hr/> <p>Employees are required to wear a face-coverings at all times when onsite, except when working alone in a private office or otherwise alone in a private room.</p>
<p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<p>*CLC serves only student with the disability of autism. As such, our students have a documented disability that precludes their ability to wear a mask.</p> <p>*Per the Updated Face Coverings Order, CLC staff working with students who are exempt from wearing a mask, will wear double PPE (e.g., face mask and face shield).</p> <ol style="list-style-type: none"> 1. Students who are able to tolerate a face covering are required to do so for as long as possible. 2. Instructors will teach to tolerating a face covering when appropriate.
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>Individualized safety protocols will be developed for students unable to participate in the program-wide requirements. Because CLC's students generally have complex needs, instructional staff are required to wear additional CLC provided Personal Protective Equipment (PPE) for additional protection.</p>
<p>Strategic deployment of staff</p>	<p>Should a student/instructor require additional support to mitigate a situation, Trainers and Pandemic Team Member/s are called upon to assist in the situation and are required to adorn themselves with PPE.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Comprehensive Learning Center, located at 444 Jacksonville Road, Warminster, PA 18974**, reviewed and approved the Phased School Reopening Health and Safety Plan on August 19, 2020.

The plan was approved by a vote of:

 6 Yes

 0 No

Affirmed on: August 20, 2020

By:



(Signature* of Board President)

F. A. Canuso

(Print Name of Board President)

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 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

***Comprehensive Learning Center (CLC), although not a public school entity by PDE's definition, is a contracted vendor of several public school entities as a provider of educational services. As such, CLC wishes to voluntarily attest to its own adherence to ensuring implementation of mitigation efforts as is ordered of public school entities by the Governor of Pennsylvania.*

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 [Comprehensive Learning Center'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 the following:

All or some of the students within [Comprehensive Learning Center](#) 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 [Comprehensive Learning Center](#) 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

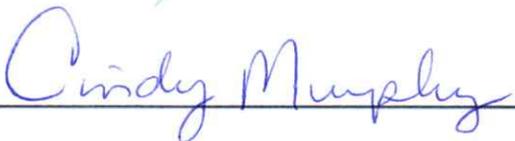
2. We have read and agree to follow the [Recommendations for Pre-K to 12 Schools Following Identification of a Case\(s\) of COVID-19](#), when cases of COVID-19 occur within [CLC](#).

[Comprehensive Learning Center \(CLC\)](#) affirms that it has attached this signed Attestation to its Health and Safety 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 as [Bucks County](#) is designated as exhibiting Substantial disease transmission for two or more consecutive weeks and [CLC](#) elects to continue offering in-person instruction for all or some students.

Signed: , CLC President of Board of Directors

Printed Name: Francis A. Canuso Sr., CLC President of Board of Directors

Date Signed: 11/24/20

Signed: , CLC Executive Director

Printed Name: Cindy Murphy, CLC Executive Director

Date Signed: 11/26/20

Comprehensive Learning Center Bucks County, Pennsylvania COVID 19 Reopening Infection Control Safety Plan

Hayes and Leichter Infection Prevention and Disinfection

*Certified Infection Preventionists
Virtual - Onsite Consultation*

Jenny Hayes, MSN, RN, CIC,
CAIP, CASSPT

856 261 8388

Diane Leichter, RN MSN BC-
NE CNRN CIC

215 796 1947

Email:

HLInfectionPrevention@gmail.com



*Note: Hayes and Leichter Infection Prevention and Disinfection reviewed CLC's original Health and Safety Plan, but no revisions thereafter. BL 12/09/20

Hayes and Leichter Infection Prevention and Disinfection

Certified Infection Preventionists

To: Barbara Leon, Director of Operations
Cindy Murphy, Executive Director

Comprehensive Learning Center
444 Jacksonville Road
Warminster PA 18974

Dear Cindy and Barbara, and Board of Directors of the Comprehensive Learning Center,

It has been wonderful working with you both as the organizational leaders from the Comprehensive Learning Center (CLC), and acting as your Infection Control consultants. You have done great work developing a complete plan to guide your organization's COVID reopening. We were able to review and provide guidance to the CLC to identify potential risks, set priorities to reduce and mitigate risk, develop strategies to implement processes to reduce risk, and evaluate the effectiveness of your **Phased School Reopening Health and Safety Plan (planned submission to the PA Department of Education) and your summary, Comprehensive Learning Center COVID-19 Health and Safety Statement & Brief Guidelines.**

Jenny and I support the submission to the Pa Department of Education of the Phased Reopening plan as it stands now, and are certain that the plan provides a workable strategy for the CLC to realistically address the complex challenges that you and your team will face in the next several weeks. The strategies outlined provide an excellent map to keep your students, their families, your teachers and staff and their families safe and mitigate the risk of COVID for all these groups.

Risk reduction priorities were developed during our collaboration and are based upon:

1. Identification of your students as generally at higher risk based on their unique learning, behavioral and environmental requirements.
2. Acknowledgement of the amazing learning and work you now do with these students and families, and of the incredible importance to your community that your doors remain open as much as possible.
3. A discussion and review of
 - a) Building readiness
 - b) Hazard/exposure management
 - c) Social distance review
 - d) Cleaning and disinfection of surfaces
 - e) PPE and Hand Hygiene
 - f) Education and Signage

Additionally, please understand that your plan is iterative and that you may need to change the plan in response to changes in the community prevalence of COVID as well as your experience with implementing your plan. One great example of this is use of PPE by your students.

Hayes and Leichter Infection Prevention and Disinfection

Certified Infection Preventionists

Please know that we will be happy to answer all questions as they arise, and will of course be happy to help you change this plan as we all learn more in the next few months.

Sincerely,

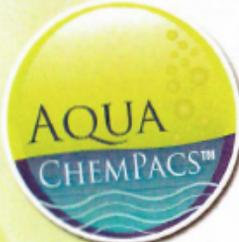
Diane and Jenny

Jenny Hayes, MSN, RN, CIC, CAIP, CASSPT

856 261 8388

Diane Leichter, RN MSN BC-NE CNRN CIC

215 796 1947



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Kills 99.9% of germs

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Cleaner, Disinfectant, Detergent, Deodorizer,

*Virucide • Fungicide • Mildewstat
 Kills Pandemic 2009 H1N1 Influenza A virus
 (formerly called swine flu)

ACTIVE INGREDIENTS	
Octyl decyl dimethyl ammonium chloride	15.24%
Octyl decyl dimethyl ammonium chloride	7.62%
Diethyl dimethyl ammonium chloride	7.62%
Allyl (50% C14, 45% C12, 10% C16) dimethyl benzyl ammonium chloride	20.33%
INERT INGREDIENTS	49.21%
TOTAL	100.00%

KEEP OUT OF REACH OF CHILDREN DANGER

FIRST AID

Have the product container or label with you when calling a poison control center or doctor, or going for treatment. If in eyes: hold eye open and rinse slowly and gently with water for 15-20 minutes. Remove contact lenses, if present, after the first few minutes, then continue rinsing eye. Call a poison control center or doctor for treatment advice. If on skin or clothing: take off contaminated clothing. Rinse skin immediately with plenty of water for 15-20 minutes. Call a poison control center or doctor for treatment advice. If swallowed: Call a poison control center or doctor immediately for treatment advice. Have person sip a glass of water if able to swallow. Do not induce vomiting unless told to do so by the poison control center or doctor. Do not give anything by mouth to an unconscious person. If inhaled: Move person to fresh air. If person is not breathing, call 911 or an ambulance then give artificial respiration, preferably by mouth-to-mouth, if possible. Call a poison control center or doctor for further treatment advice.

NOTE TO PHYSICIAN

Probable mucosal damage may contraindicate the use of gastric lavage.

See product label for additional precautionary statements.

EPA Reg. No. 1839-176-88326 EPA Est. No. 88326-PA-001

Product Specifications

Color: Red

Fragrance: Pleasant

Use Dilution for Quarts:

1 0.1023oz (3 grams) ChemPac = 1 Quart

Use Dilution for Mop Buckets:

1 0.8178oz (23 grams) ChemPac = 2 Gallons

pH: NA

Phosphates: None

Biodegradability: Complete

Solubility in Water: Complete

DIRECTIONS FOR USE

If it is a violation of Federal Law to use this product in a manner inconsistent with its labeling. This product is a phosphate-free formulation designed to provide effective cleaning, deodorizing, and disinfection for hospitals, nursing homes, hotels, schools, and restaurants where housekeeping is of prime importance in controlling cross-contamination from treated surfaces.

This product, when used as directed, is formulated to disinfect hard non-porous inanimate environmental surfaces such as floors, walls, metal surfaces, stainless steel surfaces, glass, porcelain, glazed ceramic tile, plastic surfaces, safters, shower stalls, bathtubs, and cabinets. For large areas such as operating rooms and janitor care facilities, the product is designed to provide both general cleaning and disinfecting.

This product neutralizes those areas which generally are hard to keep fresh smelling, such as garbage storage areas, empty garbage bins and cans, toilet bowls, and other areas which are prone to odors caused by microorganisms.

This product is not for use on critical or semi-critical medical device surfaces. This product is formulated to a neutral pH and will not dull high-gloss floor finishes with repeated use.

This product is a water-soluble packet. Follow label dilution instructions by dropping packet directly into water. Do not remove packets before use. Store in cool dry place. Do not handle packets with wet hands.

GENERAL CLEANING & DEODORIZING - Apply product to soiled area with a mop, cloth, sponge, or hand pump trigger sprayer. Product must be diluted as indicated in the DISINFECT section. Thoroughly wet soiled surfaces and scrub as necessary. Rinse surface with potable water and wipe dry with a dry paper towel or lint-free cloth.

DISINFECTION - To disinfect inanimate, hard, non-porous surfaces use the appropriate size premeasured packet.

Packet Size	Net Weight	Number of Packets	Dilution	PPM
Small	0.1023 oz (3 grams)	1	Quart	1000
Large	0.8178 oz (23 grams)	1	2 gallons	1000

Stir gently to form a uniform solution. Apply solution with a mop, cloth, sponge, or hand pump trigger sprayer so as to wet all surfaces thoroughly. Allow to remain wet for 10 minutes, then remove excess liquid.

For heavily soiled areas, a pre-cleaning step is required. Prepare a fresh solution for each use.

TO DISINFECT TOILET BOWLS, flush toilet, remove toilet rim or seats from surfaces with hard brush prior to disinfection. Remove or wipe over the entire bowl the residual level water. Allow a dilute solution by dropping one small packet (0.1023 ounces) in one quart of water. Apply as solution with a mop, cloth, sponge, or hand pump trigger sprayer, so as to wet all surfaces thoroughly. Allow to remain wet for 10 minutes, then remove excess liquid. Brush scrub the bowl completely. Allow a scrub brush or toilet mop, making sure to get under the rim. Let stand for 10 minutes and flush.

TO DISINFECT RESTROOM FOOD CONTACT SURFACES: countertops, appliances, tables, add the appropriate size premeasured packet as indicated in the DISINFECTION section. Apply solution with a cloth, sponge or hand pump trigger sprayer so as to wet all surfaces thoroughly. Allow the surface to remain wet for 10 minutes, then remove excess liquid and rinse the surface with potable water. This product cannot be used to clean the following food contact surfaces: aluminum, glassware and dishes.

BACTERICIDAL ACTIVITY - When diluted as indicated in the DISINFECTION section, this product demonstrates effective disinfectant activity against the organisms: *Pseudomonas aeruginosa*, *Salmonella choleraesuis*, *Staphylococcus aureus*, *Methicillin resistant Staphylococcus aureus* (MRSA), *Vancomycin intermediate resistant Staphylococcus aureus* (VISA) and *Vancomycin resistant Enterococcus faecalis* (VRE).

*** VIRUCIDAL ACTIVITY** - This product when used on environmental, inanimate hard non-porous surfaces, add one large (0.8178 oz) packet per 2 gallons of water or one small (0.1023 ounces) per quart of water, exhibits effective virucidal activity against H5N1, H5N2, H5N9 (H5N1), H5N1b (H5N1), H5N1c (H5N1), SARS associated Coronavirus, Herpes Simplex Type 1 (cosmetic agent of Venter Institute), Herpes Simplex Type 2 (genital) and Influenza A/Hong Kong and Influenza 2009H1N1 Influenza A virus (formerly called Swine Flu).

FUNGICIDAL ACTIVITY - When diluted at 0.1023 oz per quart of water or 0.8178 oz per 2 gallons of water, this product is fungicidal against the pathogenic fungi, *Trichophyton mentagrophytes* (ATCC 9533), *Candida*'s yeast fungus (in case of emergence in case of emergence of the mold). Apply solution with a cloth, sponge or hand pump trigger sprayer to hard, non-porous surfaces. Allow the surface to remain wet for 10 minutes. Then remove excess liquid. Diluted product should be applied daily if area frequently will have facility use.

MILDWEGSTAT - When diluted as indicated in the DISINFECTION section, this product demonstrates effective disinfectant activity against *Aspergillus niger* (ATCC 27257). To control mold and mildew (Aspergillus niger (ATCC 27257)) on jet-dried, hard, non-porous surfaces, apply solution with a cloth, mop, sponge, hand pump trigger sprayer or low pressure spray sprayer, making sure to wet all surfaces completely. Let air dry. Prepare a fresh solution for each use. Repeat application of weekly intervals or when mildew growth appears.

KILLS H1N1, H5N1 AND H5N9 PRE-CLEANED ENVIRONMENTAL SURFACES/OBJECTS PREVIOUSLY SOILED WITH BLOOD/BODY FLUIDS in health care settings (Hospitals, Nursing Homes) or other settings in which there is an expected likelihood of soiling of inanimate surfaces/objects with blood or body fluids, and in which the surfaces/objects likely to be soiled with blood or body fluids can be associated with the potential for transmission of Human Immunodeficiency Virus Type 1 (HIV-1) (associated with AIDS), Hepatitis B virus (HBV) and Hepatitis C virus (HCV).

SPECIAL INSTRUCTIONS FOR CLEANING AND DECONTAMINATION AGAINST H1N1, H5N1 AND H5N9 OF SURFACES/OBJECTS SOILED WITH BLOOD/BODY FLUIDS. Wear disposable latex gloves, gowns, mask, and eye coverage.

CLEANING PROCEDURES: Blood and other body fluids must be thoroughly cleaned from contact time. Allow surface to remain wet for 10 minutes.

DISPOSAL OF INFECTIOUS MATERIALS: Blood and other body fluids should be autoclaved or incinerated according to local regulations for infectious waste disposal.

EFFICACY TESTS HAVE DEMONSTRATED THAT THIS PRODUCT IS AN EFFECTIVE BACTERICIDE AND VIRUCIDE IN WATER UP TO 800 PPM HARDNESS (AS CALCIUM) IN THE PRESENCE OF ORGANIC SOIL (5% BLOOD SERUM).

See product label for precautionary and storage statements.

Mfd by:

AQUA CHEMPACS, LLC

515 Andrews Rd. • Treviso, PA 19053

215-396-7200

www.AquaChemPacs.com



Date: March 6th, 2020

Re: Statement regarding Aquachempacs Cleaning Chemicals and COVID-19

The guidance in the industry is to follow proper cleaning procedures and to follow the specific instructions when Disinfecting. The CDC has given guidance on recommended steps to take to minimize the spread of the virus. Here is a key statement from the CDC:

*"Based on what is currently known about SARS-CoV-2 and similar coronaviruses that cause SARS and MERS, spread from person-to-person with these viruses happens most frequently among close contacts (within about 6 feet). This type of transmission occurs via respiratory droplets. **On the other hand, transmission of SARS-CoV-2 to persons from surfaces contaminated with the virus has not been documented.** Transmission of coronavirus occurs much more commonly through respiratory droplets than through fomites. Current evidence suggests that SARS-CoV-2 may remain viable for hours to days on surfaces made from a variety of materials. **Cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19** and other viral respiratory illnesses in households and community settings."*

Here is a link from the CDC that offers cleaning and Disinfection recommendations. <https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html> [cdc.gov]

Because the virus is so new, there has not been any definitive testing to determine the efficacy with respect to the new Covid19. Our Active ingredient manufacture believes that our product "should" be effective but cannot make the claim until actual testing is completed.

There are several Disinfectant products that have what is called an "EPA-approved emerging viral pathogens claims" in their formulations. Our product formulation does not have this claim but even those that do, the CDC states they are "expected" to be effective.

Our official statement is as follows: *"ACP Disinfectant (EPA Reg No. 1839-176) is a hospital disinfectant. This product has been tested and found to be efficacious against the micro-organisms as listed on the product label on hard, non-porous surfaces when used in accordance with the directions for use, including **SARS associated Coronavirus.**"*

ACP Disinfectant EPA Reg. 1839-176 has proven efficacy against the following viruses and has demonstrated virucidal activity against Hepatitis B Virus (HBV), Hepatitis C Virus (HCV), Herpes Simplex Type 1, Herpes Simplex Type 2, Human Immunodeficiency Virus (HIV-1), Influenza A2, Pandemic 2009 H1N1 Influenza A Virus and **SARS Associated Coronavirus**. NOTE: Per the EPA guidance document dated October 21, 2009, disinfectant products that bear label claims against human, avian, or swine influenza A virus, and have submitted and received approval of efficacy data to support these label claims, may include a label claim against the Pandemic 2009 H1N1 Influenza A Virus.

AQUACHEMPACS
1-888-964-2080
info@chempacs.com

Aqua ChemPacs
515 Andrews Rd. Trevoese, PA 19053
Office: 888-964-2080 / Fax: 215-396-7207

Micro Ban-24



Usage Instructions

It is a violation of Federal law to use this product in a manner inconsistent with its labeling. Read and follow all directions and precautions on this product label. Not recommended for use on unfinished, oiled, or waxed wood surfaces. For other surfaces, test in an inconspicuous area.

TO DISINFECT: Hard, non-porous non-food contact surfaces: Pre-clean Surface. Hold container 6"-8" from surface and spray until thoroughly wet. Bacteria: Let stand for 60 seconds. Wipe with a cloth. Bacteria, Viruses and Fungi: Let stand for 5 minutes. Wipe with a cloth.

SANITIZING: Hold container 6"-8" from surface and spray until thoroughly wet. To Sanitize Hard Non-porous non-food contact surfaces: Let stand 10 seconds. Wipe clean with a damp cloth. Pre-clean heavily soiled surfaces.

To Sanitize Hard Non-porous non-food contact surfaces FOR 24 HOURS: - Let stand 5 minutes. Allow to air dry. Pre-clean heavily soiled surfaces. To Sanitize Soft surfaces: Let stand for 60 seconds. Let air dry. Pre-clean heavily soiled surfaces.

TO DEODORIZE: Spray on surfaces as needed.

TO CLEAN: Spray on surfaces, allow to penetrate. Wipe clean with a cloth. **TO PREVENT MOLD AND MILDEW growth:** On Fabrics: Apply to fabric surface until wet. Allow to air dry. Repeat every 28 days to inhibit mold and mildew growth. Pre-clean heavily soiled surfaces. On hard surfaces: Thoroughly wet surface. Allow to air dry. Repeat every 7 days to inhibit mold and mildew growth. Pre-clean heavily soiled surfaces. **STORAGE AND DISPOSAL:** Store in original container in areas inaccessible to small children. Do not puncture or incinerate. Place in trash or offer for recycling.

Suggested Use

KILLS IN 5 MINUTES: Pseudomonas aeruginosa, Salmonella enterica, Staphylococcus aureus, Escherichia coli O157:H7, Enterobacter aerogenes, Listeria monocytogenes, Methicillin Resistant Staphylococcus aureus - MRSA, Streptococcus pyogenes, †Human Coronavirus, †Herpes Simplex virus type 1, †Herpes Simplex virus type 2, †Influenza A H1N1, †Respiratory Syncytial Virus [RSV], †Rotavirus, †Rhinovirus, †Norovirus (Feline Calicivirus as surrogate), Trichophyton mentagrophytes, Aspergillus niger

Human Health

Keep out of reach of children. Avoid contact with skin or clothing. Wash thoroughly with soap and water after handling and before eating, drinking, chewing gum, using tobacco or using the toilet. Remove and wash contaminated clothing before reuse.

First Aid: If on skin: Take off contaminated clothing. Rinse skin immediately with plenty of water for 15-20 minutes. Call a poison control center or doctor for treatment advice. Have the product container or label with you when calling the poison control center or doctor or going for treatment. For general information on product use, call the National Pesticides Information Center at 1-800-858-7378. For emergencies, call the poison control center 1-800-222-1222.



Micro Ban-24 SAFETY DATA SHEET

Issuing Date: 15-Oct-2019

Revision date 15-Oct-2019

Version 1

1. IDENTIFICATION

Product Name	PROTECTION THAT LIVES ON MICROBAN 24 HOUR KEEPS KILLING 99.9% OF BACTERIA FOR UP TO 24 HOURS SANITIZING SPRAY (Citrus Scent)
Product Identifier	90865709_RET_NG
Product Type:	Finished Product - Consumer (Retail) Use Only
Recommended Use	Sanitizer.
Details of the supplier of the safety data sheet	PROCTER & GAMBLE - Fabric and Home Care Division Ivorydale Technical Centre 5289 Spring Grove Avenue Cincinnati, Ohio 45217-1087 USA Procter & Gamble Inc. P.O. Box 355, Station A Toronto, ON M5W 1C5 1-800-331-3774
E-mail Address	pgsds.im@pg.com
Emergency Telephone	Transportation (24 HR) CHEMTREC - 1-800-424-9300 (U.S./ Canada) or 1-703-527-3887 Mexico toll free in country: 800-681-9531

2. HAZARD IDENTIFICATION

"Consumer Products", as defined by the US Consumer Product Safety Act and which are used as intended (typical consumer duration and frequency), are exempt from the OSHA Hazard Communication Standard (29 CFR 1910.1200). This SDS is being provided as a courtesy to help assist in the safe handling and proper use of the product.

This product is classified under 29CFR 1910.1200(d) and the Canadian Hazardous Products Regulation as follows:.

Gases Under Pressure	Compressed Gas
Signal Word	WARNING
Hazard pictograms	Contains gas under pressure; may explode if heated Contains gas under pressure; may explode if heated



Precautionary Statements	Pressurized container: Do not pierce or burn, even after use
---------------------------------	--

Keep away from heat/sparks/open flames/hot surfaces. — No smoking
Do not spray on an open flame or other ignition source
P410 + P403 - Protect from sunlight. Store in a well-ventilated place
P102 - Keep out of reach of children

Precautionary Statements - Response None

Precautionary Statements - Storage Protect from sunlight. Do not expose to temperatures exceeding 50 °C/122 °F

Precautionary Statements - Disposal None

3. COMPOSITION/INFORMATION ON INGREDIENTS

Ingredients are listed according to 29CFR 1910.1200 Appendix D and the Canadian Hazardous Products Regulation

Additional information Actual substance concentrations fall within the ranges stated. Maximum values do not necessarily represent the values present in the formula.

4. FIRST AID MEASURES

First aid measures for different exposure routes

Eye contact Rinse with plenty of water. Get medical attention immediately if irritation persists.

Skin contact Rinse with plenty of water. Get medical attention if irritation develops and persists.

Ingestion Drink 1 or 2 glasses of water. Do NOT induce vomiting. Get medical attention immediately if symptoms occur.

Inhalation Move to fresh air. If symptoms persist, call a physician.

Most important symptoms/effects, acute and delayed None under normal use conditions.

F. Indication of immediate medical attention and special treatment needed, if necessary

Notes to Physician Treat symptomatically.

5. FIRE-FIGHTING MEASURES

Suitable extinguishing media Dry chemical, CO₂, alcohol-resistant foam or water spray. Dry chemical. Alcohol resistant foam.

Unsuitable Extinguishing Media None.

Special hazard Containers may explode when heated.

Special protective equipment for fire-fighters As in any fire, wear self-contained breathing apparatus pressure-demand, MSHA/NIOSH (approved or equivalent) and full protective gear.

Specific hazards arising from the chemical Containers may explode when heated.

6. ACCIDENTAL RELEASE MEASURES

Personal precautions, protective equipment and emergency procedures

Personal precautions	Use personal protection equipment. Do not get in eyes, on skin, or on clothing. Avoid breathing vapors or mists.
Advice for emergency responders	Use personal protective equipment as required.
Environmental precautions	Keep out of waterways Do not discharge product into natural waters without pre-treatment or adequate dilution

Methods and materials for containment and cleaning up

Methods for containment	Absorb with earth, sand or other non-combustible material and transfer to containers for later disposal. Prevent product from entering drains. Prevent further leakage or spillage if safe to do so. Ventilate the area.
Methods for cleaning up	Contain spillage, and then collect with non-combustible absorbent material, (e.g. sand, earth, diatomaceous earth, vermiculite) and place in container for disposal according to local / national regulations (see section 13). Do not puncture or incinerate cans. ELIMINATE all ignition sources (no smoking, flares, sparks or flames in immediate area).

7. HANDLING AND STORAGE

Precautions for safe handling

Advice on safe handling	Use personal protective equipment as required. Keep container closed when not in use. Never return spills in original containers for re-use. Keep out of the reach of children.
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Conditions for safe storage, including any incompatibilities

Storage Conditions	Keep containers tightly closed in a dry, cool and well-ventilated place.
Incompatible products	None known.

8. EXPOSURE CONTROLS/PERSONAL PROTECTION

Control parameters

Exposure Guidelines	No exposure limits noted for ingredient(s).
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Exposure controls

Engineering Measures	Distribution, Workplace and Household Settings: Ensure adequate ventilation Product Manufacturing Plant (needed at Product-Producing Plant ONLY): Where reasonably practicable this should be achieved by the use of local exhaust ventilation and good general extraction
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Personal Protective Equipment

Eye Protection	Distribution, Workplace and Household Settings: No special protective equipment required
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Product Manufacturing Plant (needed at Product-Producing Plant ONLY):

Hazardous Reactions	None under normal processing.
Conditions to Avoid	None under normal processing.
Incompatible materials	None in particular.
Hazardous decomposition products	None under normal use conditions.

11. TOXICOLOGICAL INFORMATION

Product Information

Information on likely routes of exposure

Inhalation	Intentional misuse by deliberately concentrating and inhaling contents may be harmful or fatal.
Skin contact	No known effect.
Ingestion	No known effect.
Eye contact	No known effect.

Delayed and immediate effects as well as chronic effects from short and long-term exposure

Acute toxicity	No known effect.
Skin corrosion/irritation	No known effect.
Serious eye damage/eye irritation	No known effect.
Skin sensitization	No known effect.
Respiratory sensitization	No known effect.
Germ cell mutagenicity	No known effect.
Neurological Effects	No known effect.
Reproductive toxicity	No known effect.
Developmental toxicity	No known effect.
Teratogenicity	No known effect.
STOT - single exposure	No known effect.
STOT - repeated exposure	No known effect.
Target Organ Effects	No known effect.
Aspiration hazard	No known effect.
Carcinogenicity	No known effect.

12. ECOLOGICAL INFORMATION

Ecotoxicity

The product is not expected to be hazardous to the environment.

Persistence and degradability	No information available.
Bioaccumulative potential	No information available.
Mobility	No information available.
Other adverse effects	No information available.

13. DISPOSAL CONSIDERATIONS

Waste treatment methods

Waste from Residues/Unused Products	Aerosol cans, when disposed as waste, are regulated as D003 reactive hazardous waste in some States because of their potential to explode when heated. Check with your State environmental agency for guidance.
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Contaminated packaging Pressurized container: Do not pierce or burn, even after use.

California Hazardous Waste Codes 331
(non-household setting)

14. TRANSPORT INFORMATION

DOT

UN no	UN1950
UN Proper shipping name	AEROSOLS
Description	UN1950, AEROSOLS, 2.2
Hazard Class	2.2
Packaging Exceptions	306
Bulk packaging	None
Non-bulk Packaging	None
Emergency Response Guide Number	126

Product may be shipped as Limited Quantity in retail packaging The shipper is responsible for identifying any exemptions, including Limited Quantity, that may apply based on package size

IMDG

UN Number	UN1950
UN proper shipping name	AEROSOLS
Description	UN1950, AEROSOLS, 2.2
Transport hazard class(es)	2.2
EmS-No.	F-D, S-U

The shipper is responsible for identifying any exemptions, including Limited Quantity, that may apply based on package size.

IATA

UN Number	UN1950
UN proper shipping name	AEROSOLS, NON-FLAMMABLE
Description	UN1950, AEROSOLS, NON-FLAMMABLE, 2.2
Transport hazard class(es)	2.2

15. REGULATORY INFORMATION

U.S. Federal Regulations

SARA 313

Section 313 of Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA). This product does not contain any chemicals which are subject to the reporting requirements of the Act and Title 40 of the Code of Federal Regulations, Part 372

CERCLA

This material, as supplied, does not contain any substances regulated as hazardous substances under the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) (40 CFR 302) or the Superfund Amendments and Reauthorization Act (SARA) (40 CFR 355). There may be specific reporting requirements at the local, regional, or state level pertaining to releases of this material.

Clean Air Act, Section 112 Hazardous Air Pollutants (HAPs) (see 40 CFR 61)

This product does not contain any substances regulated as hazardous air pollutants (HAPS) under Section 112 of the Clean Air Act Amendments of 1990.

Clean Water Act

This product does not contain any substances regulated as pollutants pursuant to the Clean Water Act (40 CFR 122.21 and 40 CFR 122.42).

California Proposition 65

This product is not subject to warning labeling under California Proposition 65.

U.S. State Regulations (RTK)

Chemical Name	CAS No	Pennsylvania
Triethanol amine	102-71-6	X
Nitrogen	7727-37-9	X

International Inventories

United States

All intentionally-added components of this product(s) are listed on the US TSCA Inventory

Canada

This product is in compliance with CEPA for import by P&G

Legend

United States Toxic Substances Control Act Section 8(b) Inventory (TSCA)

CEPA - Canadian Environmental Protection Act

FIFRA

This chemical is a pesticide product registered by the United States Environmental Protection Agency and is subject to certain labeling requirements under federal pesticide law. These requirements differ from the classification criteria and hazard information required for safety data sheets (SDS), and for workplace labels of non-pesticide chemicals. The hazard information required on the pesticide label is reproduced below. The pesticide label also includes other important information, including directions for use.

EPA Registration number: 4091-20

CAUTION

Avoid contact with skin and eyes

16. OTHER INFORMATION

Issuing Date: 15-Oct-2019

Revision date 15-Oct-2019

Disclaimer.

The information provided in this Safety Data Sheet is correct to the best of our knowledge, information and belief at the date of its publication. The information given is designed only as a guidance for safe handling, use, processing, storage, transportation, disposal and release and is not to be considered a warranty or quality specification. The information relates only to the specific material designated and may not be valid for such material used in combination with any other materials or in any process, unless specified in the text

End of SDS



A non-profit education and treatment program serving the autism community

CLC Visitor/Service Vendor Protocol (due to COVID-19)

Comprehensive Learning Center is committed to the health and safety of our staff, students, as well as our visitors/vendors. The following protocol is in place to promote a healthy environment to the extent possible. Staff Daily Self-Assessments. For our complete Health and Safety plan, please go to our website at www.clcschoolprograms.org

How CLC is prepared to protect our staff and students:

- Staff and students (via parent/guardian) are taking their own temperatures every morning. A temperature of 100/+ degrees F or higher will result in the individual being prohibited from reporting to work or school.
- Staff and students (via parent/guardian) are performing daily health self-assessments (see chart below) for specific COVID-19 related symptoms.
- Staff and students (via parent/guardian) are responding to the travel questions pertaining to traveling outside of PA.
- Upon arrival, temperature checks are conducted on all staff and students before accessing the building.
- Additional temperature checks are conducted throughout the day on all staff and students to the extent possible. Those with a temperature of 100/+ degrees F or more will be sent home/isolated until picked up.
- Staff will wear masks when in the presence of others where social distancing of 6 ft cannot be maintained.
- CLC has available hand sanitizers at its entrances and throughout the facility.
- CLC has available PPE for its staff members. You may see employees wearing face mask, face shields, lab coats, and or gloves.
- Staffing and students' schedules are modified to promote social distancing as necessary.
- Building sanitizing has increased throughout the day with deep cleanings conducted weekly.

To protect our staff, students, visitors, and service vendors the following are required:

- All visits must be pre-scheduled to limit the number of visitors/service vendors in the building at one time.
- All visitors/service vendors are required to complete a health self-assessment form and answer the travel questions upon arrival and before entering the building. These forms can be obtained via email from your CLC contact person or at the main entrance.
- All visitors/service vendors who pass the health self-assessment and travel questions are required to have a CLC staff member take a temperature check prior to moving from the foyer to the lobby area. Anyone with a reading of 100/+ degrees F will be denied entrance and must reschedule the visit.
- If you did not pass the health self-assessment and travel questions – please call the office to have your visit rescheduled. You may be denied entrance for up to 14 days.
- All visitors are required to wear a mask upon entry and must continually wear the mask while in the presence of our staff and students or when social distancing of 6ft is not possible.
- All visitor must wash their hands/use hand sanitizer upon entry to the building.

Keeping CLC open during this unprecedented time is our main priority, therefore we are asking visitors/service vendors to take our Health and Safety precautions seriously.

Comprehensive Learning Center
COVID-19 Visitor/ Vendor Self-Assessment

Name: _____

Today's Date: _____

Temperature upon arrival to CLC: _____

**Please place a check mark next to Yes or No to each question as it applies to you.
You are not able to enter the building if you respond Yes to any 1 of the following.**

1. Have you been in close contact (within 6 feet for 15 minutes or more) with a confirmed case of COVID-19?
___ Yes ___ No

2. Have you been in close contact (within 6 feet for 15 minutes or more) with a suspected case of COVID-19?
___ Yes ___ No

3. Are you or a household member being evaluated for COVID-19?
___ Yes ___ No

Please place a check mark next to any symptom that you have experienced in the past 48 hrs. If you answer "YES" to any ONE of the following you are not able to enter the building and should call the office (215-956-3861) to reschedule.

4. ___ Yes ___ No Fever of 100.0 or higher
___ Yes ___ No Cough
___ Yes ___ No Shortness of breath/difficulty breathing
___ Yes ___ No New loss of taste or smell

Please place a check mark next to any symptom that you have experienced in the past 48 hrs. If you answer "YES" to any TWO of the following you are not able to enter the building and should call the office (215-956-3861) to reschedule.

5. ___ Yes ___ No Sore throat
___ Yes ___ No Runny nose/congestion
___ Yes ___ No Chills
___ Yes ___ No Muscle pain
___ Yes ___ No Headache
___ Yes ___ No Nausea/vomiting
___ Yes ___ No Diarrhea

Travel Information - Please respond to each question as it applies to you.

Have you traveled outside of Pennsylvania in the past 14 days?

___ Yes ___ No

If yes, where and when have you traveled? _____

Was your destination on the list of "Hot States" when you traveled?

___ Yes ___ No

My signature below affirms that I have responded truthfully to the above questions and I have not traveled to a PA. DOH "Hot state" I am now clear to enter the building.

Signature: _____ Date: _____

A non-profit education and treatment program serving the autism community

Parent Quick-Reference Guide:
Going to School

At CLC, we are committed to promoting a safe and healthy environment. In response to COVID-19, CLC has implemented a Health and Safety Program. This is a Quick-Reference Guide. Please refer to the complete Health and Safety Plan for full details.

1. Student Daily Self-Assessment

- a. Parent to complete one form, per child, each day
- b. Take child's temperature and record results on self-assessment
- c. Evaluate your child using the self-assessment form to see if attending school is prohibited or permitted.
The follow scenarios prohibit your child from attending school.
 - i. **ATTENDING SCHOOL PROHIBITED** - if you're able to answer YES to questions 1-4 (as pertaining to your child). Email attendance@clcschoolprograms.org indicating your child will be absent due to answering YES to COVID questions 1 – 4.
 - ii. **ATTENDING SCHOOL PROHIBITED** - if you're able to answer YES to two symptoms in question 5 (as pertaining to your child). Email attendance@clcschoolprograms.org indicating your child will be absent due to COVID answering YES to COVID question 5.
 - iii. **ATTENDING SCHOOL PROHIBITED** - if you're able to answer YES to your child having traveled to a "Hot State" according to the Department of Health. Email attendance@clcschoolprograms.org indicating your child will be absent due to COVID answering YES to COVID question 6.
- d. Give transportation the COMPLETED daily self-assessment form or if transporting your child, bring completed form with you
- e. All vehicles to wait in transportation drop-off lanes
- f. CLC Recorder and School Nurse will collect the student self-assessment forms and take students' temperatures before s/he exits the vehicle. Please note:
 - i. No completed self-assessment form - **ATTENDING SCHOOL PROHIBITED** – child will not be allowed to exit the vehicle
 - ii. If child's temperature onsite reading is 100+ degrees F **ATTENDING SCHOOL PROHIBITED** – child will not be allowed to exit the vehicle
 - iii. Parent/Guardian will be notified that the child is being transported back home
 - iv. *There is no negotiating this process*

2. Face Masks

- a. If your child has learned to wear a face mask, please have him/her wear the mask while being transported and when exiting the vehicle. CLC staff will follow your instructions in this regard, throughout the school day and when departing school
- b. Be sure to inspect the face mask and ensure it is not damaged
- c. If possible, have an extra face mask in your child's school bag. Place mask in a sealed baggie marked with your child's name.

3. Social Distancing

- a. CLC will follow Social Distancing guidelines to every extent possible, maintaining 6 feet distance from others

4. Cleaning/Disinfecting

- a. CLC will be disinfecting areas multiple times throughout the school day

5. Travel Restrictions – In order to help slow the spread of the Corona virus within our community, CLC is requesting employees and families to seriously consider restricting travel outside of PA as recommended by the PA Department of Health (DOH). The DOH posts daily on their website the most current “Hot States” where travel to is strongly discouraged. In order for CLC to continue its operations and provide our employees and learners with a safe as possible environment, CLC may require anyone traveling to “Hot States” to self-quarantine for up to 14 days upon their return to PA. Refer to the DOH’s website under Travel for a daily list of “Hot States”. Should travel be necessary, you are required to schedule a meeting PRIOR to travel at least 7 days before with the Executive Director or designee which can be done in person, virtual, or by phone. You will be asked a series of questions.
- i. What are your travel dates?
 - ii. What state are you traveling to?
 - iii. Is this known as a DOH HOT STATE?
 - a. If this state becomes a DOH HOT STATE – will you still travel?
 - iv. How are you traveling (e.g., car, bus, or plane)?
 - v. During your travel, especially in waiting areas, rest stops, eateries, filling stations, etc. will you practice the 6ft social distance protocol, be wearing a mask, gloves, and use hand sanitizer or wash hands frequently, all to the extent possible?
 - vi. Does your travel plans have you gathering with more than 25 people?
 - vii. What is the health and safety plan at the gathering?
 - viii. Will you practice the 6ft social distance protocol, be wearing a mask, gloves, and use hand sanitizer or wash hands frequently at the gathering, all to the extent possible?
 - ix. If you are staying at a hotel or other type of multi-person establishment:
 - a. What is the health and safety plan at the location?
 - b. Will you practice the 6ft social distance protocol, be wearing a mask, gloves, and use hand sanitizer or wash hands frequently while in common areas, to the extent possible?

Keeping CLC open during this unprecedented time is our main priority, therefore we are asking our employees and families to keep this in the forefront of any travel decisions.

Comprehensive Learning Center
COVID-19 Student Assessment Form

Student Name: _____ Today's Date: _____

Student Temperature: At Home: _____ Arrival at CLC: _____

Please place a check mark next to Yes or No to each question as it applies to your child.

Your child is required to stay home, if you respond Yes to any 1 of the following.

1. Has your child been in close contact (within 6 feet for 15 minutes or more) with a confirmed case of COVID-19?
 Yes No
2. Has your child been in close contact (within 6 feet for 15 minutes or more) with a suspected case of COVID-19?
 Yes No
3. Is your child or a household member being evaluated for COVID-19?
 Yes No

Please respond Yes or No to the following symptom as each applies to your child.

Your child is required to stay home, if you respond Yes to any 1 of the following.

4. Yes No Fever of 100.0 or higher
 Yes No Chills
 Yes No Cough
 Yes No Shortness of breath/difficulty breathing
 Yes No New loss of taste or smell
 Yes No Nausea/vomiting
 Yes No Diarrhea

Your child is required to stay home, if you respond Yes to any 2 of the following. If your child is experiencing any one of the below symptoms, please email the Clinical Director so your child can be monitored during the school day.

5. Yes No Sore throat
 Yes No Runny nose/congestion
 Yes No Muscle pain
 Yes No Headache

Travel Information - Please respond to each question as it applies to your child.

6. Has your child traveled outside of Pennsylvania in the past 14 days?
 Yes No
If yes, where and when has (s)he traveled? _____
Was this destination on the list of "Hot States" when traveling?
 Yes No

My Signature below affirms that I have responded truthfully to the above questions and my child has not traveled to a PA. DOH "Hot state" therefor my child may attend school.

Parent/ Guardian Signature: _____ Date: _____

A non-profit education and treatment program serving the autism community

Staff Quick-Reference Guide

At CLC, we are committed to promoting a safe and healthy environment. In response to COVID-19, CLC has implemented a Health and Safety Program. This is a Quick-Reference Guide. Please refer to the complete Health and Safety Plan for full details.

1. Daily Self-Assessment
 - a. Complete a form each day
 - b. Take your temperature while at home and record results on self-assessment form
 - c. Evaluate yourself using the self-assessment form to see if attending onsite work is prohibited or permitted. The following scenarios prohibit you from working onsite work:
 - i. **PROHIBITED** - if you're able to answer YES to questions 1-2). Email staffattendance@clcschoolprograms.org indicating you will be absent due to answering YES to COVID questions 1-2
 - ii. **PROHIBITED** - if you're able to answer YES to two symptoms in question 3. Email staffattendance@clcschoolprograms.org indicating you will be absent due to COVID answering YES to COVID question 3
 - iii. **PROHIBITED** - if you're able to answer YES to you having traveled to a "Hot State" according to the Department of Health. Email staffattendance@clcschoolprograms.org indicating you will be absent due to COVID answering YES to COVID question 6
2. Face Masks
 - a. Required while onsite(including waiting in line during morning self assessment check in) and within 6 ft of any person/student
3. Social Distancing
 - a. CLC will follow Social Distancing guidelines to every extent possible, maintaining 6 feet distance from others
4. Cleaning/Disinfecting
 - a. CLC will be disinfecting areas multiple times throughout the school day. Staff are required to daily sanitize their individual work areas and common areas you use
5. Travel Restrictions – In order to help slow the spread of the Corona virus within our community, CLC is requesting employees and families to seriously consider restricting travel outside of PA as recommended by the PA Department of Health (DOH). The DOH posts daily on their website the most current "Hot States" where travel to is strongly discouraged. In order for CLC to continue its operations and provide our employees and learners with a safe as possible environment, CLC may require anyone traveling to "Hot States" to self-quarantine for up to 14 days upon their return to PA. Refer to the DOH's website under Travel for a daily list of "Hot States". Should travel be necessary, you are required to schedule a meeting PRIOR to travel at least 7 days before with the Executive Director or designee which can be done in person, virtual, or by phone. You will be asked a series of questions.
 - i. What are your travel dates?
 - ii. What state are you traveling to?
 - iii. Is this known as a DOH HOT STATE?
 - a. If this state becomes a DOH HOT STATE – will you still travel?
 - iv. How are you traveling (e.g., car, bus, or plane)?
 - v. During your travel, especially in waiting areas, rest stops, eateries, filling stations, etc. will you practice the 6ft social distance protocol, be wearing a mask, gloves, and use hand sanitizer or wash hands frequently, all to the extent possible?
 - vi. Does your travel plans have you gathering with more than 25 people?
 - vii. What is the health and safety plan at the gathering?
 - viii. Will you practice the 6ft social distance protocol, be wearing a mask, gloves, and use hand sanitizer or wash hands frequently at the gathering, all to the extent possible?

- ix. If you are staying at a hotel or other type of multi-person establishment:
 - a. What is the health and safety plan at the location?
 - b. Will you practice the 6ft social distance protocol, be wearing a mask, gloves, and use hand sanitizer or wash hands frequently while in common areas, to the extent possible?

Keeping CLC open during this unprecedented time is our main priority, therefore we are asking our employees and families to keep this in the forefront of any travel decisions.

Comprehensive Learning Center
COVID-19 Staff Assessment Form

Name: _____ Date: _____ Temperature: At Home: _____ Temp at CLC: _____

Please place a check mark next to Yes or No to each question as it applies to you.

1. *You are required to stay home, if you respond Yes to any 1 of the following:*

- a. Have you been in close contact (w/in 6 ft for 15 min+) with a confirmed case of COVID-19? ___ Yes ___ No
- b. Have you been in close contact (w/in 6 ft for 15 min+) with a suspected case of COVID-19? ___ Yes ___ No
- c. Are you or a household member being evaluated for COVID-19? ___ Yes ___ No

Please respond Yes or No to the following symptom as each applies to you.

2. *You are required to stay home if you respond Yes to any 1 of the following:*

- ___ Yes ___ No Fever of 100.0 or higher ___ Yes ___ No Shortness of breath/difficulty breathing
- ___ Yes ___ No Cough ___ Yes ___ No New loss of taste or smell

3. *You are required to stay home if you respond Yes to any 2 of the following:*

- ___ Yes ___ No Sore throat ___ Yes ___ No Headache
- ___ Yes ___ No Runny nose/congestion ___ Yes ___ No Nausea/vomiting
- ___ Yes ___ No Chills ___ Yes ___ No Diarrhea
- ___ Yes ___ No Muscle pain

Travel Information - Please respond to each question as it applies to you.

4. *Have you traveled outside of Pennsylvania in the past 14 days?* ___ Yes ___ No

If yes, what was your destination and what dates did you visit? _____

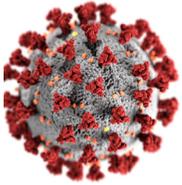
Was your destination on the list of "Hot States" when you traveled? ___ Yes ___ No

I am able to enter CLC because my answers indicate as such. My Signature affirms that I have responded truthfully to the above Questions and I clear to enter the building.

Signature: _____

Date: _____

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 away 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.

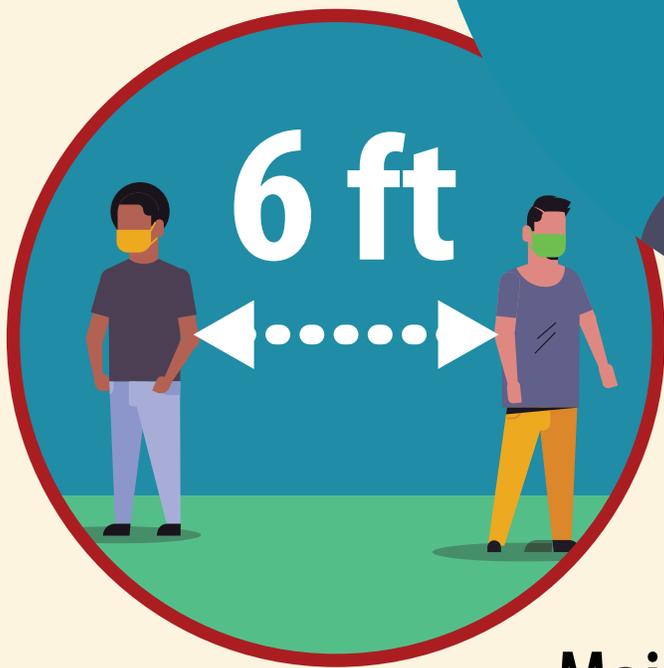
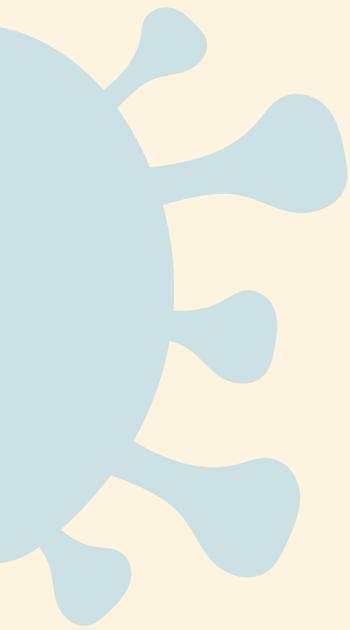


Know your risk for severe illness

- 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.



Please wear a cloth face covering.



**Maintain a distance of 6 feet
whenever possible.**



cdc.gov/coronavirus

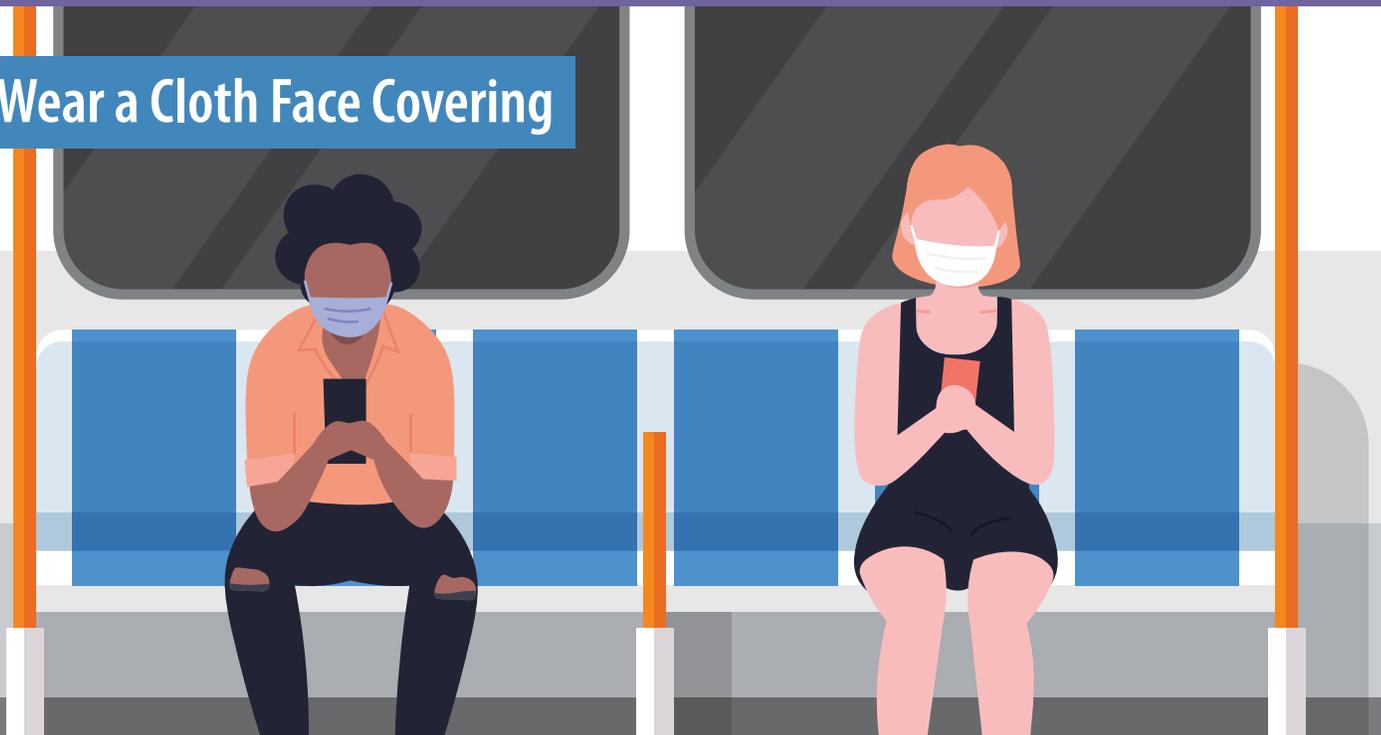
Help Protect Yourself and Others from COVID-19

Practice Social Distancing



Stay 6 feet (2 arm's lengths) from other people.

And Wear a Cloth Face Covering



Be sure it covers your nose and mouth to help protect others.
You could be infected and not have symptoms.



cdc.gov/coronavirus

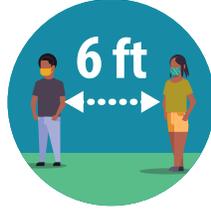
Important Information About Your Cloth Face Coverings

Print Resources Web Page: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html>

As COVID-19 continues to spread within the United States, CDC has recommended additional measures to prevent the spread of SARS-CoV-2, the virus that causes COVID-19. In the context of community transmission, CDC recommends that you:



Stay at home as much as possible



Practice social distancing (remaining at least 6 feet away from others)



Clean your hands often



In addition, CDC also recommends that everyone wear cloth face coverings when leaving their homes, regardless of whether they have fever or symptoms of COVID-19. This is because of evidence that people with COVID-19 can spread the disease, even when they don't have any symptoms. Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

How cloth face coverings work

Cloth face coverings may prevent the person wearing the mask from spreading respiratory droplets when talking, sneezing, or coughing. If everyone wears a cloth face covering when out in public, such as going to the grocery store, the risk of exposure to SARS-CoV-2 can be reduced for the community. Since people may spread the virus before symptoms start, or even if people never have symptoms, wearing a cloth face covering may protect others around you. Face coverings worn by others may protect you from getting the virus from people carrying the virus.



General considerations for the use of cloth face coverings

When using a cloth face covering, make sure:

- The mouth and nose are fully covered
- The covering fits snugly against the sides of the face so there are no gaps
- You do not have any difficulty breathing while wearing the cloth face covering
- The cloth face covering can be tied or otherwise secured to prevent slipping



Wash your cloth face covering after each use in the washing machine or by hand using a bleach solution. Allow it to completely dry.

For more information, go to: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-make-cloth-face-covering.html>



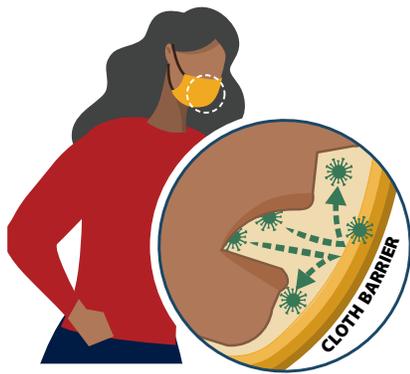
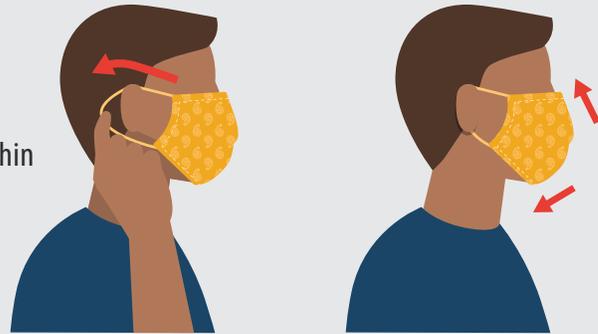
[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

How to Safely Wear and Take Off a Cloth Face Covering

Accessible: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear a face covering to help protect others in case you're infected but don't have symptoms
- Keep the covering on your face the entire time you're in public
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water



Cloth face coverings are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.

For instructions on making a cloth face covering, see:

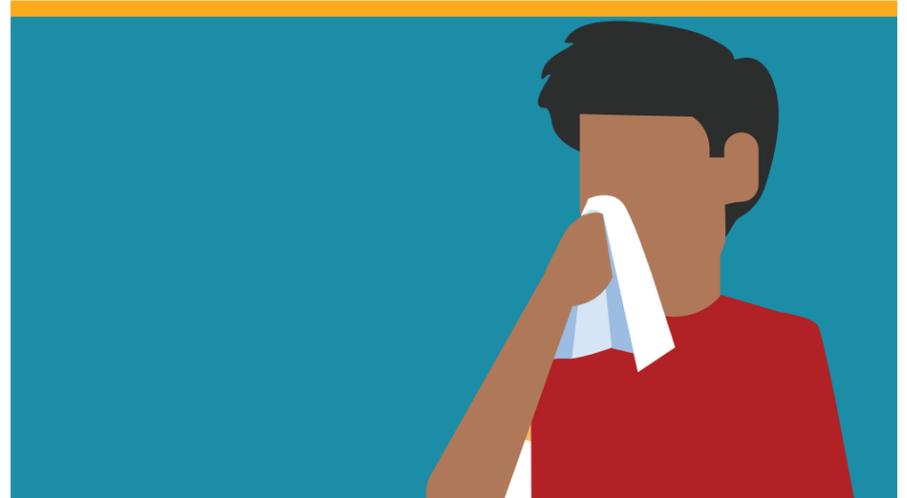
[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



Stay at least 6 feet (about 2 arms' length) from other people.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash and wash your hands.



When in public, wear a cloth face covering over your nose and mouth.



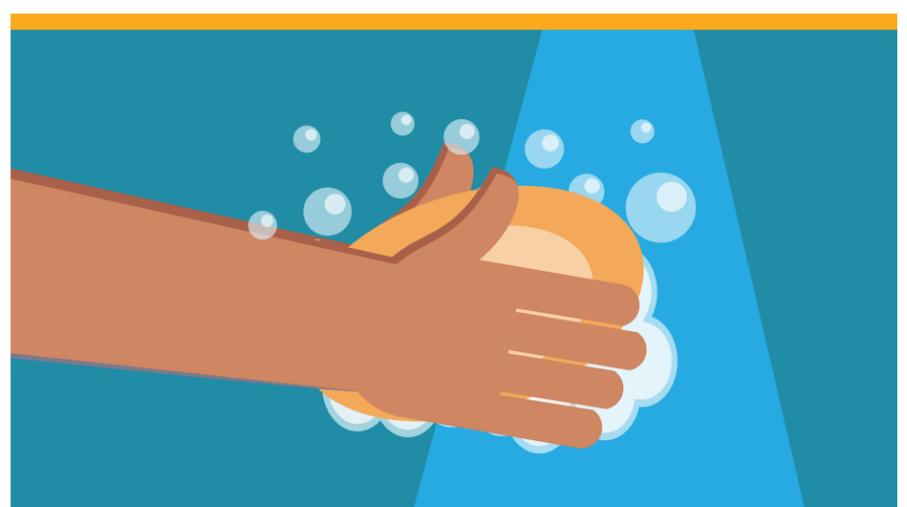
Do not touch your eyes, nose, and mouth.



Clean and disinfect frequently touched objects and surfaces.



Stay home when you are sick, except to get medical care.



Wash your hands often with soap and water for at least 20 seconds.



cdc.gov/coronavirus



Feeling Sick?

Stay home when you are sick!

If you feel unwell or have the following symptoms
please leave the building and contact your health care provider.
Then follow-up with your supervisor.

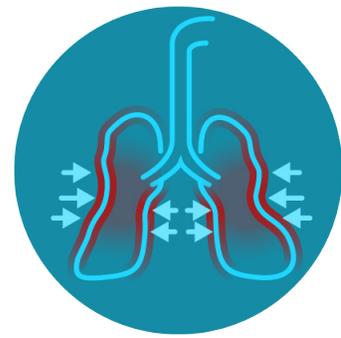
DO NOT ENTER if you have:



FEVER



COUGH



**SHORTNESS OF
BREATH**



cdc.gov/CORONAVIRUS

What You Can do if You are at Higher Risk of Severe Illness from COVID-19

(Print Resources Web Page: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html>)

Are You at Higher Risk for Severe Illness?



Based on what we know now, those at high-risk for severe illness from COVID-19 are:

- People aged 65 years and older
- People who live in a nursing home or long-term care facility

People of all ages with underlying medical conditions, particularly if not well controlled, including:

- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
 - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications.
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

Here's What You Can do to Help Protect Yourself



Stay home if possible.



Wash your hands often.



Avoid close contact (6 feet, which is about two arm lengths) with people who are sick.



Clean and disinfect frequently touched surfaces.



Avoid all cruise travel and non-essential air travel.

Call your healthcare professional if you are sick.

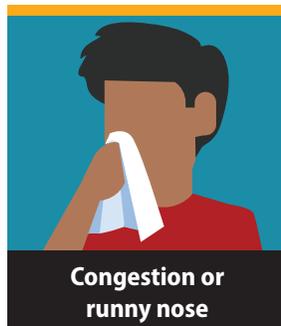
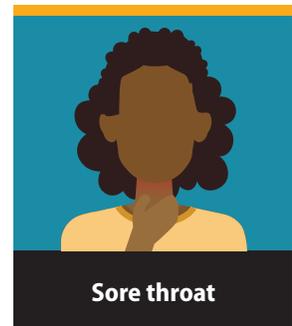
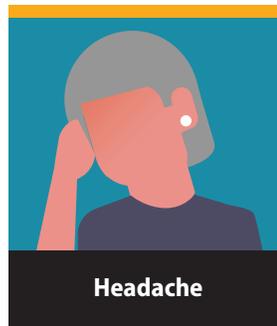
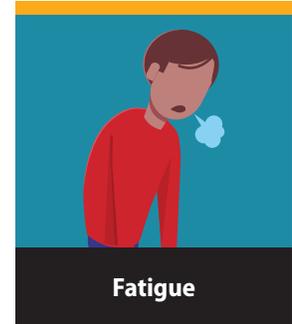
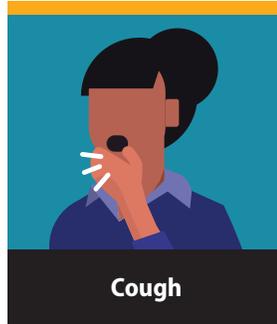
For more information on steps you can take to protect yourself, see CDC's [How to Protect Yourself](#).



cdc.gov/coronavirus

Please read before entering.

IF YOU HAVE



Please call our office before coming inside.
Clinic Phone # _____

The clinic staff may ask you to wear a mask or use tissues to cover your cough.

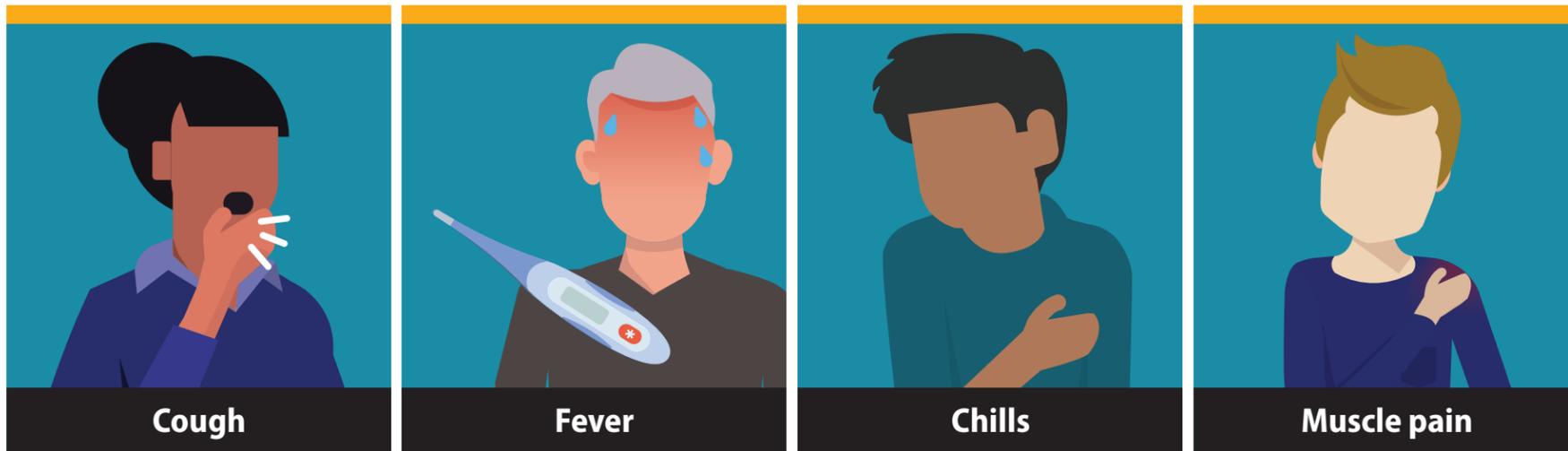
Thank you for helping us keep our patients and staff safe.



cdc.gov/coronavirus

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

***Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.



cdc.gov/coronavirus

Prevent the spread of COVID-19 if you are sick

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to care for yourself and to help protect other people in your home and community.

Stay home except to get medical care.

- **Stay home.** Most people with COVID-19 have mild illness and are able to recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.
- **Take care of yourself.** Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.
- **Stay in touch with your doctor.** Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other emergency warning signs, or if you think it is an emergency.
- **Avoid public transportation,** ride-sharing, or taxis.



Separate yourself from other people and pets in your home.

- **As much as possible, stay in a specific room** and away from other people and pets in your home. Also, you should use a separate bathroom, if available. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
- See **COVID-19 and Animals if you have questions about pets:** <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID19animals>
- Additional guidance is available for those **living in close quarters.** (<https://www.cdc.gov/coronavirus/2019-hj-ncov/daily-life-coping/living-in-close-quarters.html>) and **shared housing** (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/shared-housing/index.html>).



Monitor your symptoms.

- **Symptoms of COVID-19 include fever, cough, and shortness of breath but other symptoms may be present as well.**
- **Follow care instructions from your healthcare provider and local health department.** Your local health authorities will give instructions on checking your symptoms and reporting information.



When to Seek Emergency Medical Attention

Look for **emergency warning signs*** for COVID-19. If someone is showing any of these signs, **seek emergency medical care immediately:**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Bluish lips or face
- Inability to wake or stay awake

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility:

Notify the operator that you are seeking care for someone who has or may have COVID-19.

Call ahead before visiting your doctor.

- **Call ahead.** Many medical visits for routine care are being postponed or done by phone or telemedicine.
- **If you have a medical appointment that cannot be postponed, call your doctor's office,** and tell them you have or may have COVID-19.



If you are sick, wear a cloth covering over your nose and mouth.

- **You should wear a cloth face covering over your nose and mouth** if you must be around other people or animals, including pets (even at home).
- You don't need to wear the cloth face covering if you are alone. If you can't put on a cloth face covering (because of trouble breathing for example), cover your coughs and sneezes in some other way. Try to stay at least 6 feet away from other people. This will help protect the people around you.
- Cloth face coverings should not be placed on young children under age 2 years, anyone who has trouble breathing, or anyone who is not able to remove the covering without help.



Note: During the COVID-19 pandemic, medical grade facemasks are reserved for healthcare workers and some first responders. You may need to make a cloth face covering using a scarf or bandana.



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

Cover your coughs and sneezes.

- **Cover your mouth and nose** with a tissue when you cough or sneeze.
- **Throw used tissues** in a lined trash can.
- **Immediately wash your hands** with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



Clean your hands often.

- **Wash your hands often** with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- **Use hand sanitizer** if soap and water are not available. Use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- **Soap and water are the best option**, especially if your hands are visibly dirty.
- **Avoid touching** your eyes, nose, and mouth with unwashed hands.



Avoid sharing personal household items.

- **Do not share** dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home.
- **Wash these items thoroughly after using them** with soap and water or put them in the dishwasher.



Clean all "high-touch" surfaces everyday.

- **Clean and disinfect** high-touch surfaces in your "sick room" and bathroom. Let someone else clean and disinfect surfaces in common areas, but not your bedroom and bathroom.
- **If a caregiver or other person needs to clean and disinfect** a sick person's bedroom or bathroom, they should do so on an as-needed basis. The caregiver/other person should wear a cloth face covering and wait as long as possible after the sick person has used the bathroom.



High-touch surfaces include phones, remote controls, counters, tabletops, doorknobs, bathroom fixtures, toilets, keyboards, tablets, and bedside tables.

- **Clean and disinfect areas that may have blood, stool, or body fluids on them.**
- **Use household cleaners and disinfectants.** Clean the area or item with soap and water or another detergent if it is dirty. Then use a household disinfectant.
 - Be sure to follow the instructions on the label to ensure safe and effective use of the product. Many products recommend keeping the surface wet for several minutes to ensure germs are killed. Many also recommend precautions such as wearing gloves and making sure you have good ventilation during use of the product.
 - Most EPA-registered household disinfectants should be effective.

When you can be around others after you had or likely had COVID-19

When you can be around others (end home isolation) depends on different factors for different situations.



• I think or know I had COVID-19, and I had symptoms

- You can be with others after
 - 3 days with no fever**AND**
 - symptoms improved**AND**
 - 10 days since symptoms first appeared
- Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others when you have no fever, symptoms have improved, and you receive two negative test results in a row, at least 24 hours apart.

• I tested positive for COVID-19 but had no symptoms

- If you continue to have no symptoms, you can be with others after:
 - 10 days have passed since test
- Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others after you receive two negative test results in a row, at least 24 hours apart.
- If you develop symptoms after testing positive, follow the guidance above for "I think or know I had COVID, and I had symptoms."

10 things you can do to manage your COVID-19 symptoms at home

Accessible Version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you have possible or confirmed COVID-19:

1. **Stay home** from work and school. And stay away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis.



6. **Cover your cough and sneezes.**



2. **Monitor your symptoms** carefully. If your symptoms get worse, call your healthcare provider immediately.



7. **Wash your hands often** with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



3. **Get rest and stay hydrated.**



8. As much as possible, **stay** in a specific room and **away from other people** in your home. Also, you should use a separate bathroom, if available. If you need to be around other people in or outside of the home, wear a facemask.



4. If you have a medical appointment, **call the healthcare provider** ahead of time and tell them that you have or may have COVID-19.



9. **Avoid sharing personal items** with other people in your household, like dishes, towels, and bedding.



5. For medical emergencies, call 911 and **notify the dispatch personnel** that you have or may have COVID-19.



10. **Clean all surfaces** that are touched often, like counters, tabletops, and doorknobs. Use household cleaning sprays or wipes according to the label instructions.



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

Comprehensive Learning Center COVID-19 Health and Safety Statement & Brief Guidelines

Comprehensive Learning Center (CLC) is committed to protecting the health and safety of our students and employees during this challenging time. Here are some of the ways in which we are preparing/responding:

Prior to reopening the facility

- Complete building has been sanitized using commercial grade disinfecting cleaning products

Education Program Students – Upon Reopening

As CLC prepares for reopening, our operations will be different than was typical days prior to COVID-19. For the health and safety of all our students and staff, CLC has placed some strong restrictions on when a child is NOT to be sent to school and what will be required for your child to attend. It is your responsibility as your child's parent/guardian to read through this Health and Safety Statement, review CLC's Phased School Reopening Health and Safety Plan, and become familiar with the new requirements until the CDC and the Governor of PA lift certain restrictions and guidelines. It is strongly recommended that employees and parents/guardians read the CLC's Re-opening Health and Safety Plan for more detailed instructions. This plan is also accessible through CLC's website.

Please be aware, that any noncompliance to our reopening guidelines places an even bigger burden on CLC staff who have been trained to follow these guidelines as well as enforce them.

Working together as a community will allow CLC to remain open during this time. Should there be an outbreak of COVID-19 and CLC is forced to temporarily close, we will resume virtual instruction to our students until such time as we can resume in-person services. During our phased reopening over our ESY session, we will be evaluating what is needed to safely return to full-day services for all students as soon as possible.

Re-opening Pre-Arrival and Upon Arrival

Pre-Arrival

- Each student is required to have a **daily** Self-Assessment form completed by a parent/guardian
- Parent/Guardian is required to take his/her child's temperature **daily**, before sending to school, and record the reading on the Self-Assessment form
 - If you child is deemed "unable to attend school" after completing the assessment DO NOT SEND YOUR CHILD TO SCHOOL. Contact a Clinical Director

- If your child is deemed “ready to enter school” after completing the assessment, Parents/Guardians are required to hand deliver the assessment to the transportation provider who will provide the assessment to the CLC staff member upon arrival

Upon Arrival

- If your child has NO ASSESSMENT form or no TEMPERATURE READING recorded, NO SERVICES WILL BE PROVIDED AND YOUR CHILD WILL BE DENIED ACCESS to the building. The TRANSPORTER WILL BE INSTRUCTED TO RETURN THE CHILD HOME. Parents/Guardians will be notified
- Each student will have his/her temperature read prior to exiting the vehicle and before entering school. A temperature of 100/+ degrees Fahrenheit is unacceptable and the child will not be permitted to exit the vehicle. TRANSPORTER WILL BE INSTRUCTED TO RETURN THE CHILD HOME. Parents/Guardians will be notified
- For the safety of the entire CLC community, there are NO EXCEPTIONS to the above
- **Parents/guardians, it is strongly recommended that you have a backup plan in place for someone to receive your child in the event s/he is returned home. Please do not jeopardize our students and staff**

School Day

- If your child has learned to wear a mask, communicate this information with your home programmer or module trainer. We will do our best to ensure your child wears his/her mask at school. Parents are required to provide a backup mask which will remain in your child’s backpack. *Kindly label your child’s masks*
- Community activities are postponed until further notice. CLC will slowly integrate these activities into your child’s schedule when safety able to do so.
- The number of instructional staff with whom your child interacts throughout the day will be limited to every extent possible. Rotation across instructional staff within each module will be restricted
- Interactive activities with other students will only occur when maintaining 6ft distance is possible
- Everyone will practice 6ft physical distancing to the extent possible throughout the day
- Frequency of hand hygiene will be increased for staff and students
- On a daily basis, CLC staff will conduct frequent cleaning of materials, desks, chairs, and other high touch points throughout the building
- During the school day, should your child exhibit symptoms related to COVID-19 – you will be notified, your child separated from others and all student materials sanitized. **YOU ARE REQUIRED TO IMMEDIATELY PICK UP YOUR CHILD. It is important to have a back-up plan in place for situations like this so your child may leave the premises as soon as possible**
- Family consultation services will be provided remotely to every extent possible. Should CLC staff visiting the student’s home be considered essential, in-person visits may occur per the following: All parties within the household must take and pass the CLC’s Self-Assessment

prior to services; all in home materials to be used during a home visit must be cleaned/disinfected prior to the arrival of the instructor; the instructor will collect the assessments to confirm the household is deemed safe and continue with the visit; the instructor may end a session at anytime for any health concerns or non-compliance with disinfecting home learning materials; CLC instructor will disinfect all materials brought with him/her prior to entering a student's home, and CLC instructor will disinfect all materials brought back to CLC prior to entering the building

- CLC reserves the option to stagger start and dismissal times as needed

CLC Staff Members

- Each staff member is required to complete a **daily** Self-Assessment form
- Before leaving for work each morning each staff member is required to take his/her temperature **daily** and record the reading on the Self-Assessment form
 - If a staff member is deemed “unable to enter the facility” after completing the assessment s/he is to report this information to their supervisor and HR
 - If a staff member is deemed “ready to enter the facility” after completing the assessment, this form will be collected upon arrival at CLC by a CLC employee
- Each staff member will have his/her temperature taken prior to accessing the facility and recorded on your daily self-assessment form. A temperature of 100/+ degrees Fahrenheit is unacceptable and the staff member will be asked to leave the campus, monitor symptoms and if necessary, seek medical care. Contact a Clinical Director should you continue to have symptoms. You may be required to provide a doctor's confirmation of not having COVID-19 for re-entry or as otherwise required by Bucks County Dept. of Health
- Masks are required to be worn by all staff members at all times to every extent possible and particularly when within 6ft of any individual
- Frequent hand hygiene is required. Employees are expected to wash hands/use sanitizer upon arrival and at least two other times per day
- Wearing of additional Personal Protective Equipment (PPE) is not mandatory for all but strongly encouraged and available for your use. These items are:
 - Disposal gloves. Remember to wash your hands after removing gloves and dispose of gloves in a receptacle
 - Disposable face masks – good for 5 days
 - Face Shields – daily cleaning required
 - Lab Coats – daily laundering required
- As much is possible, maintain a distance of 6 ft from others (except the student/s with whom you are working)
- Limit one person in a restroom at a time to the extent possible
- Instructional Staff are required to frequently clean student materials throughout the day
- Assists with daily overall facility cleanliness/disinfecting
- If at any time you experience COVID-19 symptoms notify your supervisor immediately

Visitors to CLC - This includes education professionals and parents

- Prior to entering the building, each visitor must complete a Self-Assessment form
 - If a visitor is deemed “unable to enter the facility” after completing the assessment s/he will not be permitted to enter
 - If a visitor is deemed “ready to enter the facility” after completing the assessment, this form will be collected by a CLC employee
- Only two visitors will be allowed in the lobby area at one time
- Upon entry, stand on the designed floor marking for temperature check. A temperature of 100/+ degrees Fahrenheit is unacceptable and the visitors will be asked to leave the campus
- Masks are required to be worn by all visitors at all times
- Hand hygiene upon entry is required and additional hand hygiene is encouraged while on the premises
- To the extent possible, maintain a distance of 6ft from others
- One person in a restroom at a time to the extent possible
- If at any time a visitor experiences a COVID-19 related symptom, you are to notify the CLC staff member with whom you have been assigned. Staff member is to notify a Clinical Director who will follow the Health and Safety Plan protocol
- Sanitizing the areas occupied is then required

Daily Cleaning Supplies Provided by CLC

- Spray bottles with disinfecting/sanitizing solution
- Paper products
- Microfiber Cleaning Cloths – which are to be laundered/dried daily

To reiterate, in order for CLC to remain open and COVID-19 free, collectively we must all adhere to these guidelines and follow CLC’s Phased School Reopening Health and Safety Plan.

Thank you for your cooperation.

CLC’s Management Team

COVID-19 Designated Up and Down Stairways

1st FLOOR

**DO NOT USE THE ELEVATOR
USE THE DESIGNATED UP OR DOWN STAIR**

**STUDENT
ENTRANCE**

**STUDENT
TRANSPORTATION
WAIT AREA**

**UP
STAIRWAY**

**DOWN STAIRWAY
to playground**

CONTAINMENT ROOM

Elevator

MAIN ENTRANCE

VISITOR FOYER AREA

Fenced in Playground Area

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 224 COURTYARD DRIVE
 HILLSBOROUGH, NJ 08844

**COMPREHENSIVE
LEARNING
CENTER**

444 JACKSONVILLE RD.
 WARMINGSTER, PA

**FIRST
FLOOR PLAN**
 SCALE 1/8" = 1'-0"

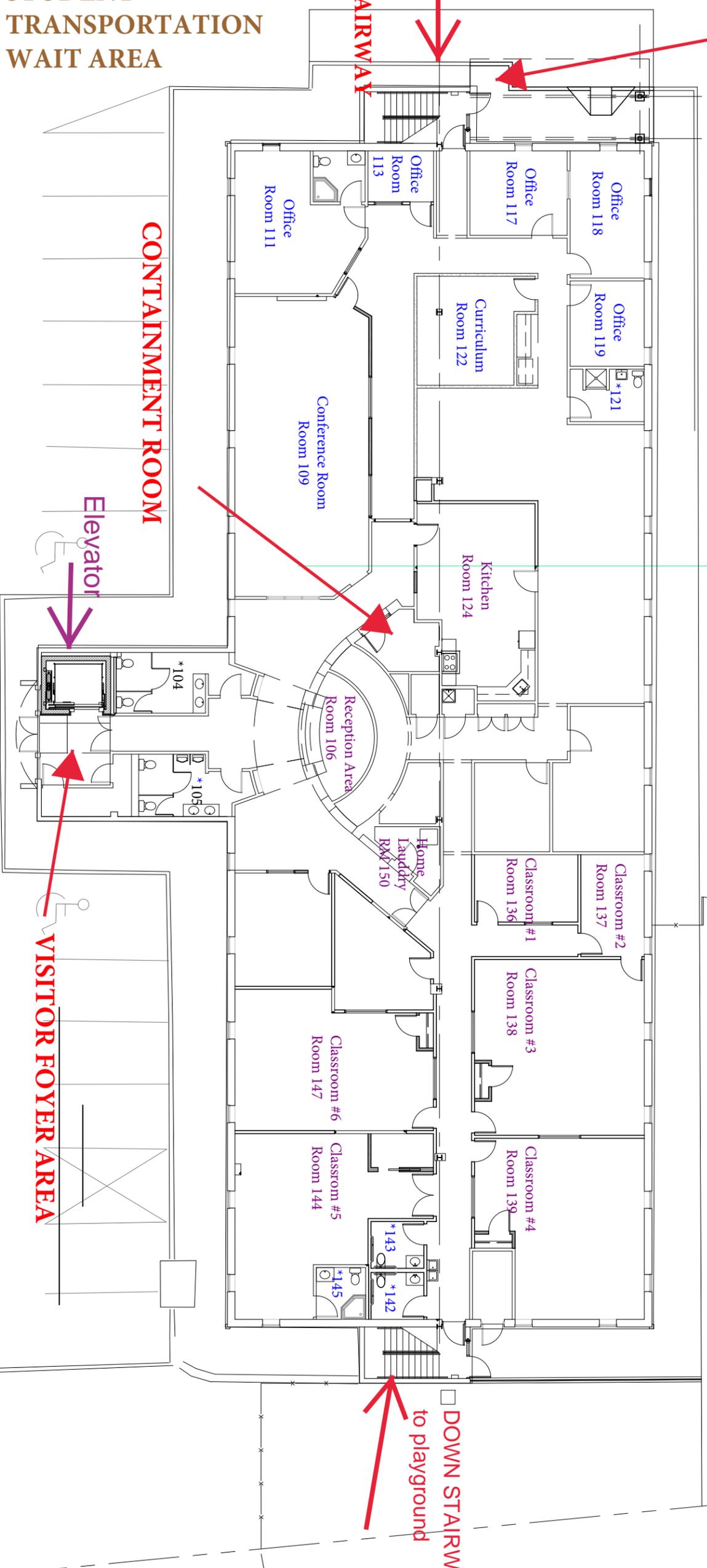
DATE _____ REVISION _____

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**COMPREHENSIVE
 LEARNING
 CENTER**

444 JACKSONVILLE RD.
 WARMINGTIER, PA

**SECOND
 FLOOR PLAN**
 SCALE 1/8"=1'-0"

DATE _____ REVISION _____

DRAWN BY _____

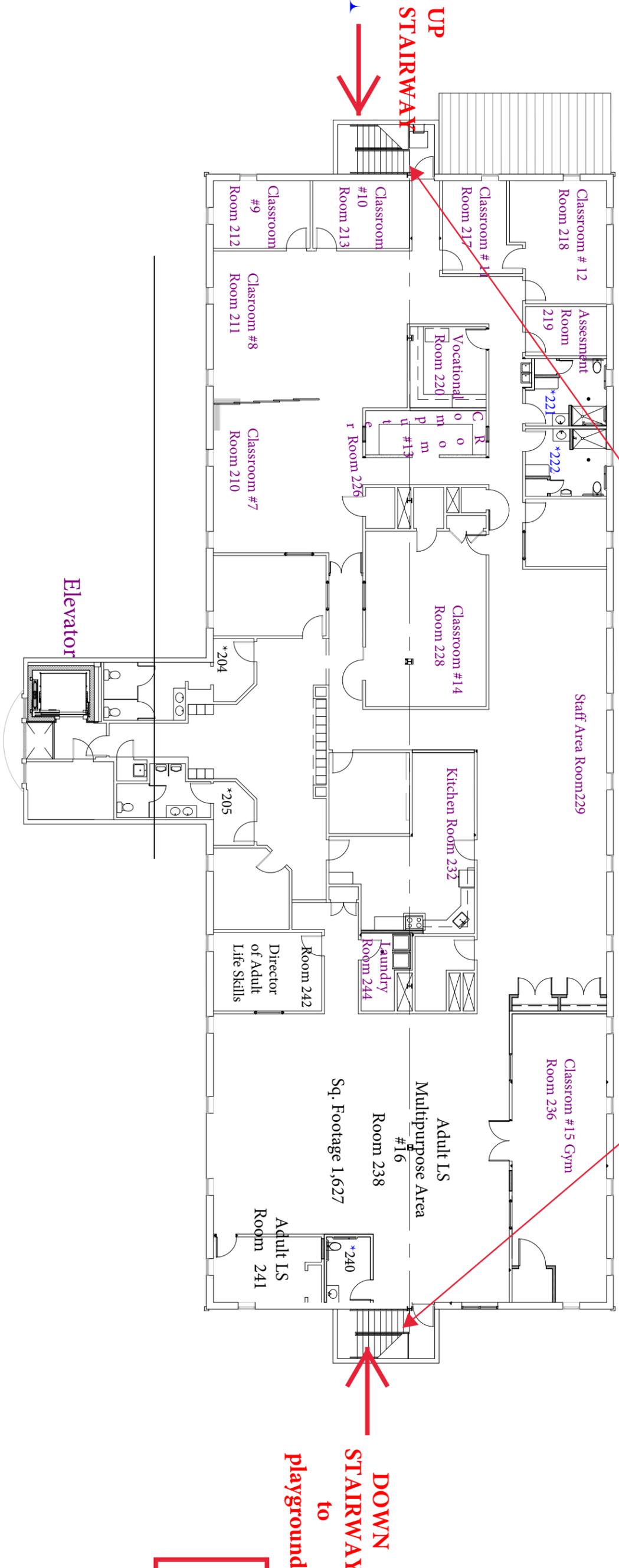
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A2

**COVID-19 Designated Up and Down Stairways
 2nd Floor**

**DO NOT USE THE ELEVATOR
 USE THE DESIGNATED UP OR DOWN STAIRS**



Front of Building