



Hampton Township School District

Health and Safety Manual & Community Compact 2020-2021

The Health and Safety Manual is designed to summarize all of the relevant information related to the District reopening for the 2020-2021 school year. Please find the link to the Health and Safety Plan approved by the Board of Directors and submitted to the Pennsylvania Department of Education.

The Community Compact addresses the shared responsibility of the entire school community. All members of the community are asked to be active participants in following the health and safety measures contained in the District reopening plan. By working together, we are all doing our part in promoting the health and safety of our students, faculty, and families.

Additional information is also provided through a series of frequently asked questions (FAQs) that will assist in managing the details of the Health & Safety Plan.

Adoption of the Reopening Plan

The Hampton Township School District will open under the Learn at School / Learn at Home Hybrid Instructional Model. Additionally, all K-12 students have the option to enroll in the Hampton Online Academy, a fully online virtual platform, with a District-issued device.

During June, the District provided a survey for families to better understand their priorities as related to reopening. The District had approximately 1400 families (an approximately 85% response rate) participate in the survey. Additionally, several meetings occurred with the reopening committee to discuss and receive feedback on tentative reopening plans as they were being developed. A special school board meeting was conducted on July 20th to share preliminary planning efforts.

The District distributed a second survey to the parents/guardians to obtain their reflections on the proposal, and also surveyed the faculty and staff. The Reopening Committee met to examine the data from the surveys and to refine a proposal for the reopening of school. The finalized reopening plan will be shared publicly at the August 3rd school board meeting and voted upon at the August 10th school board meeting. Both meetings will be held in person with options for parents, guardians, and staff to attend virtually. Plan updates will continue to be communicated via the District website and Infinite Campus to all families. Embedded in the plans are mitigation strategies to address safety and social distancing concerns regarding transportation, classroom instruction, and building logistics. Hampton Township School District will follow directives of the Pennsylvania Department of Education and Governor Wolf regarding school closures or other significant modifications to operations.

Hampton Township School District will align its practices with the guidance provided in the Pennsylvania Department of Education's Preliminary Guidance for Phased Reopening of Pre-K to 12 Schools and the Center for Disease Control (CDC) Considerations for Schools guidelines. These procedures include daily cleaning and disinfecting frequently touched surfaces and objects within the school and on school busses, specifically desks, door handles and sinks, by using multi-surface cleaner & disinfectant. Additionally, all of the HVAC systems have undergone inspection and adjustments will be made to filters and outdoor air use for ventilation.

Hampton Township School District Health & Safety Plan was approved by the Board of Directors on August 14, 2020 and submitted to the Pennsylvania Department of Education. The full Health and Safety Plan can be reviewed [here](#).

Hampton Township School District
Phased School Reopening Health and Safety Plan

Community Compact

1. Hampton Township School District (“HTSD”) has approved a Health and Safety Plan to be implemented in conjunction with the phased reopening of schools during the COVID-19 Pandemic. The Health and Safety Plan is posted on HTSD’s publicly available website.

2. 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 of the Health and Safety Plan is to keep transmission as low as possible to safely continue school activities.

3. All relevant stakeholders of HTSD, including staff, faculty, parents and students, play a critical role in the implementation of the Health and Safety Plan and each stakeholder is responsible to undertake certain identified actions in order to help keep transmission as low as possible to safely continue school activities.

4. The responsibilities to be undertaken by HTSD are set forth in the Health and Safety Plan.

5. The responsibilities required to be undertaken by families are set forth in the Health and Safety Plan and include, but are not limited to, the following:

- Completing a symptom screening and taking your child’s temperature each morning before the child leaves for school
- Keeping your child home from school if the child is feverish or exhibiting symptoms of COVID-19, and reporting such instances to the school nurse
- Reporting any history of exposure to the school nurse
- Keeping your child home from school if the child has tested positive to COVID-19 or has had recent close contact with a person with COVID-19 until the child meets criteria to return to school
- Providing appropriate documentation to the building level principal if your child has a higher risk for severe illness
- Encouraging your child to follow all applicable Plan requirements while they are in school and on their way to and from school

6. The responsibilities required to be undertaken by Student are set forth in the Health and Safety Plan and will be reviewed and re-enforced by staff at school. Such responsibilities include, but are not limited to, the following:

- Engaging in regular handwashing
- Wearing appropriate face-covering while on the bus, during transition times in the hallways, and otherwise when required in accordance with the Plan and school rules

- Maintaining appropriate social distancing in accordance with the Plan and school rules

7. By participating in the Community Compact, families acknowledge that they have reviewed the Health and Safety Plan, including in particular the responsibilities set forth for Parents and Students, and that they understand and agree to implement the responsibilities of parents set forth in that Plan. They also agree to assist their Student in becoming familiar with and complying with the student responsibilities as set forth in the Plan.

Please follow this [link](#) to complete the digital acknowledgment form for the Community Compact.



Daily Home Screening for Students

As an effort to keep Hampton Township School District in-person learning safe for all students, faculty, and staff please complete this short check each morning. If any of the boxes are checked, please stay home or keep your child at home.

Symptoms

If your child has any one of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others.

<input type="checkbox"/>	Temperature of 100° Fahrenheit or higher when taken by mouth
<input type="checkbox"/>	Sore throat
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
<input type="checkbox"/>	Diarrhea, vomiting, or abdominal pain
<input type="checkbox"/>	New onset of severe headache, especially with a fever
<input type="checkbox"/>	New loss of taste or smell

Frequently Asked Questions (FAQs)

INSTRUCTION & LEARNING

What does school at Hampton Township School District look like for the fall?

The Hampton Township School District has developed two (2) District provided options for students upon their return to school for the 2020-2021 school year. They are as follows:

Learn at School/Learn at Home Hybrid Model

Students will come to school two days a week in a traditional setting and participate in virtual instruction for the remaining three days. Social distancing, to the greatest extent feasible, will be implemented in all buildings. This includes the use of face coverings (i.e., face masks, face shields, and desk shields). Student seating will be six feet apart, and traffic patterns in school buildings will be altered to accommodate social distancing. Additionally, thorough daily cleaning processes and procedures will continue to be implemented in all high traffic areas, including buses during the in-person days, and Wednesday will be a thorough cleaning day for all buildings. A thorough cleaning will also be completed at the end of the week before students return to school.

Hampton Online Academy K-12

Students will be able to learn from home, asynchronously, at his/her own pace and schedule, via Waterfront Learning in partnership with the Allegheny Intermediate Unit. Elementary students would be assigned a Hampton Township School District teacher to direct their learning experience. Elementary students will have synchronous opportunities to interact with their assigned teacher.

What does the Learn at Home/Learn at School Hybrid model look like?

Please see the following graphic, as it describes the general structure of the Learn at Home/Learn at School Model.

Student Group	Monday	Tuesday	Wednesday	Thursday	Friday
Pod A (Last name A-K) Students attending Beattie will follow same hybrid plan as Pod A	 Learn at school	 Learn at school	Learn at Home Deep Cleaning of Buildings Teacher supported differentiated instructional Activities	 Learn at Home	 Learn at Home
Pod B (Last name L-Z)	 Learn at Home	 Learn at Home	Developmentally appropriate designed learning Teachers continuously redesign for hybrid learning format	 Learn at School	 Learn at School

How will we know our kid's schedule during Learn at Home Days?

Schedules and/or learning plans will be shared with students and families in advance of Learn at Home Days. The schedules and/or learning plans will provide specific times for instruction from teachers and will also contain any other assigned tasks and activities.

Will there be required attendance and traditional grading during Learn at Home days during the hybrid schedule?

- Attendance: Students and families should plan for daily attendance to take place. We are working on the logistics of how students will demonstrate their attendance, per state requirements.
- Grades: Hampton Township School’s grading policy and procedures will be reinstated for the 2020-2021 school year.

For the Learn at Home/Learn at School Hybrid Model, will the District issue devices to students in grades K and 1?

At this time, the District intends to issue students in grades K and 1 a Chromebook.

Will there be some flexibility with attendance procedures, due to illness and/or the need for quarantining in the Learn at Home/Learn at School Hybrid Model?

Yes, the District recognizes the need for flexibility with building attendance procedures to ensure students do stay at home when they are sick and also to ensure students can quarantine if the situation warrants. For students who will demonstrate this need, the District will require medical documentation stating the reason(s) for the absences. Such medical documentation must be submitted in a timely fashion to building administration who will work with students on a case-by-case basis.

Can my child move from one option to another throughout the school year?

Yes. Students will be able to migrate in and out of options every quarter. Please contact your building principal if you wish to request a change before the end of the nine weeks.

HAMPTON ONLINE ACADEMY (HOA)

What if the District closes and goes remote for all students, will my child be allowed to transition back to Hampton?

Students will be allowed to transition from HOA to Hampton’s traditional program or the remote learning program at the beginning of each 9-week quarter. This helps us to assure that the transitions are fluid for both students and teachers.

How will my child be graded in HOA?

HOA is designed to accommodate a 9-week school program. Hampton teachers will follow the same grading system that is currently used by their assigned grade level. Students will receive a traditional Hampton report card.

What is the deadline to enroll students in HOA for the 2020-2021 school year?

The enrollment process for elementary students has been extended to August 14, 2020. Any students who plan to enroll in HOA for the 2020-2021 school year must be officially enrolled in HOA by August 14, 2020. Please contact Mr. Joshua Cable, Assistant Principal at Hampton High School, for additional information.

Who can I contact for technical assistance?

Waterfront Learning provides Technical Support by emailing wflhelp@aiu3.net.

ELEMENTARY PROGRAM**Who will teach Hampton Online Academy?**

HOA will be taught by teachers from Hampton's elementary schools. The district is in the process of transitioning a few of our contracted elementary school teachers into the role of Hampton Online Academy teacher. Hampton HOA teachers will report to work in district elementary school buildings daily. HOA teachers will participate virtually in district events such as "New Student Orientation," "Get Acquainted Night," and other opportunities to meet and connect with families.

How is the HOA curriculum aligned to the Hampton classroom curriculum?

HOA teachers will work in Hampton elementary buildings to stay connected to their brick and mortar curriculum planning teams. Part of their work will include communicating with other classroom teachers to pace the HOA curriculum so that it addresses the same standards and skills as the Hampton in-person experience. While topics and materials may differ from day to day, students will accomplish the same standards and skills by the end of the quarter.

When my child is ready to return to Hampton in-person, how will I know they are prepared to transition back to the classroom?

Hampton's elementary HOA teachers will work closely with Hampton's classroom teachers to ensure that the HOA curriculum is paced with the Hampton curriculum. This will help us to assure that students can make a smooth transition back to the classroom. To help make the transition fluid as possible, we strongly recommend that students only transition during the changes in the nine weeks grading periods. HOA teachers will continue to use the same Benchmark testing as that of the elementary school program.

How will the teacher connect with my child?

Students will log in to an online learning platform using their district-issued device to access their assignments. Students will also have regular face-to-face virtual "Zoom" sessions with their Hampton elementary HOA Teacher.

How much time should students spend online?

Generally speaking, Math and ELA classes will require 1 hour of online work. The science and social studies components will be approximately 30 minutes each, while Music, Art, and PE will have a unique schedule lasting about 30 minutes for each lesson. Please keep in mind that all students work at a different pace, and these times are averages.

What if my student receives enrichment or support services in school?

Hampton elementary HOA teachers will provide individualized and differentiated instruction to assure that students are receiving instruction at their level while also being challenged and supported. Acceleration is available following the same guidelines for students in the brick and mortar setting.

Can my student with special needs enroll in HOA?

Students who have IEPs or 504s may enroll in HOA. A meeting will be held to revise the IEP or 504 to account for online instruction. During that meeting, revisions to goals or accommodations will be discussed and decided on as a team.

SECONDARY PROGRAM (MIDDLE SCHOOL AND HIGH SCHOOL)**What does a typical day look like for a middle or high school student?**

Students in the middle and high school programs are able to access their courses in an asynchronous manner via the Edgenuity platform. Classes are designed to fit into 45-minute lessons to keep students on a schedule similar to their brick and mortar school day. Families can establish their own daily schedules based on family need. Each course provides students with a daily agenda to establish pacing.

What courses are available for HOA?

The vast majority of secondary courses offered by the Hampton Township School District are available through HOA. Additionally, we are able to offer a wide variety of electives to accommodate student interest and need. This includes opportunities for Honors and Advanced Placement classes.

Who teaches the online courses?

Secondary online courses are instructed by a full-time online teacher through our partnership with Waterfront Learning. All teachers are highly qualified, PA certified educators. Teachers will guide instruction, provide students with feedback, and grade student work.

How does Hampton support HOA students?

HOA students will still have access to their counselors and administrators. Counselors and HOA administration work with our online providers to monitor progress and provide supports as needed. Students can also participate in after-school clubs, activities, and school events as if they were in the building.

Will there be interaction with my child's teacher?

Although the program is asynchronous, each course is supported by a Pennsylvania certified teacher that will interact with students to provide feedback, reteach topics, and communicate with parents.

How do students reach their teachers?

Each of the teachers have an email address that students can use to reach them. Students will be required to participate in two-way communication with their teacher at least once a week. This can include emails, phone calls by appointment, virtual sessions, etc., as selected by the teacher.

CAFETERIA AND RECESS

How will meals be served?

Breakfast and lunch have been altered to grab-and-go options to reduce the chance of contamination. Students will receive packaged meal(s) and dine in the cafeteria and additional designated areas, such as the auxiliary gym, stage, or outside, to accommodate social distancing. Adequate social distancing will be used for lunch in the elementary cafeterias, and plexiglass dividers have been installed on cafeteria tables in the secondary levels.

Will free and reduced lunches be provided during Learn at Home days?

Yes. The district is finalizing plans with Metz for breakfast/lunch pickup for free and reduced lunch during Learn at Home days.

How will recess be facilitated?

Recess monitors will facilitate scheduled recess. Students will be positively reinforced for maintaining physical distancing during playground time. Students and staff will have to wash their hands or use hand sanitizer before and after being on the playground.

TRANSPORTATION

What procedures will be in place for bus transportation?

Students will be required to wear a face-covering while using district-provided transportation. Drivers will also wear masks while on the bus. Students will be seated at a maximum of two students per seat or less; siblings or other family members who reside in the same household will be seated together when possible. Students will have the same assigned seats for the entire school year and will load the bus from back to front. Many buses will have fewer students traveling this way as the District is actively encouraging parent transportation to and from school. Licensed high school students (11th and 12th grade) will be permitted to drive themselves. Personal protection equipment and hygiene products, such as hand sanitizer, will be provided to all bus drivers. Buses will be cleaned thoroughly, as indicated by the district's Health & Safety Reopening Plan.

Will parents need to drop off their student(s) to ensure social distancing on the bus?]

District transportation will be provided. To assist the district with increased social distancing on our buses, parents/guardians who can drive their child(ren) to school are encouraged to do so. Safe carpools with families are also encouraged.

If I choose to transport my child(ren), can I have them ride the bus at a later time?

Yes, but please give as much notice as possible so that the District can plan accordingly.

CLEANING & DISINFECTION

How has the District updated its cleaning procedures & protocols?

The District has developed a detailed and extensive schedule of cleaning procedures to be implemented in all buildings. High touch and high traffic areas will receive additional attention throughout the school day and before and after school is in session. Wednesdays and Saturdays will be used for thorough cleaning of all classrooms and buildings.

Will water fountains be accessible?

The District will continue to operate zero-touch bottle refill stations where students can bring a container to fill and hydrate as needed. The elementary buildings have sinks in the classrooms where students can fill personal containers. Conventional water fountains will be locked.

What will hallway traffic look like?

Students will be instructed on how to maintain social distance in the hallways, and transitions/locker use will be staggered to reduce the number of people in the halls at one time. Hallway posters will remind students and faculty of traffic flow and social distancing. Additional hallway options have been added at the High School to reduce congestion during class changes.

COVID-19 MITIGATION MEASURES

What types of face coverings will be used in the school?

The District will be adhering to Governor Wolf's mandatory face-covering order as long as it remains in effect. Acceptable coverings are outlined in the order issued by the Secretary of Health, Dr. Rachel Levine. Children two years and older are required to wear a face-covering unless they have a medical or mental health condition or disability, documented by Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team.

The District will be providing a face shield and a pack of cotton face masks for students and staff as an option. Additionally, desk shields will be provided. All adults and students are required to wear masks or face shields when on school grounds, except for time for eating or other designated "mask break." Face coverings are required for students riding the bus to/from school.

What procedures will be in place for handwashing/sanitizing

Students will participate in observed handwashing/sanitizing at regular intervals. Schools will have supplies of hand sanitizer and soap to allow for frequent handwashing, and classrooms and school facilities will be disinfected regularly.

How will social distancing be attained in a classroom?

Classrooms will be set up to follow the health and safety guidelines in our approved plan. Classroom seating will be revised to maximize distance between students as much as possible and community desks may be removed to accomplish adequate social distancing. Desk shields will also be provided to all students and will assist with mitigation efforts.

Will Personal Protective Equipment be provided to students and staff?

Hampton Township School District has acquired face masks, face shields, touchless thermometers, gloves, hand sanitizer, and disinfectant wipes to help maintain a safe environment and prepare for the return to

school. The District has also acquired Personal Protective Equipment (PPE) specific to the school nurses, including medical gowns, goggles, and equipment such as pulse oximeters.

What will the daily symptom screening process look like?

All adults and students will receive a temperature check at the start of the day. Parents, faculty, and staff will be asked to complete a symptom pre-screening at home. Students/staff with a temperature of 100 degrees or above will not be able to remain at school. Students and staff should stay home if they are known to be ill (fever, cough, shortness of breath, sore throat, abdominal pain, fatigue, muscle aches, headache).

What is the District's position on PA DOH travel restrictions?

The District is asking for your cooperation to ensure the safety of our students and staff. The PA Health Department released the following travel guidance as of July 7, 2020:

If you have traveled, or plan to travel, to an area where there are high amounts of COVID-19 cases, it is recommended that you stay at home for 14 days upon return to Pennsylvania OR have two COVID-19 tests with documented negative readings at least 48 hours apart. If you travel to the following states, you will need to quarantine for 14 days upon return:

Florida, Georgia, Idaho, Iowa, Kansas, Louisiana, Mississippi, Missouri, Nebraska, Nevada, North Carolina, North Dakota, Oklahoma, South Carolina, Tennessee, Texas

If you plan to travel to any of the identified high-risk areas within 14 days of the start of the beginning of the new school year, the District is requesting that you inform the building principal and school nurse to assist in planning your child's return to school. As the list of high risk travel areas will likely grow in number, please check for updates in advance of your travel at the Department of Health [site](#).

If a student or staff member is confirmed positive, what are the steps to follow?

The Allegheny County Health Department (ACHD) will be notified immediately. As part of all COVID-19 case investigations that will be directed by the ACHD; the information will be quickly obtained from the student or staff member as to their close contacts since the onset of their symptoms. The actual nature of the contacts will be explored in detail, and multiple variables (i.e., was the case symptomatic during school or did the case only develop the illness at home) will be considered by the ACHD staff. Once the information has been gathered, students and staff considered close contacts to the case (if any) would be notified of their exposure by the ACHD staff, using as little identifying information about the case as possible. Any mitigation steps in the school will then be directed by the ACHD. The student or teacher would then need to follow ACHD and their health care provider recommendations for isolation and/or quarantine.

Who is a "close contact"?

The CDC defines a close contact as someone who:

- was within 6 feet of someone who has COVID-19 for a total of 15 minutes or more
- provided care at home to someone who is sick with COVID-19
- had direct physical contact with the person (hugged or kissed them)
- shared eating or drinking utensils
- was sneezed, coughed, or somehow got respiratory droplets on them

You are still considered a close contact even if you were wearing a mask while you were around someone with COVID-19. Masks are meant to protect other people in case you are infected, and not to protect you from becoming infected. There may also be some personal protection from mask-wearing as well.

Because children and staff in a classroom spend many hours together indoors, we consider those who spend the day together in a classroom as close contacts.

What does a “close contact” of someone who has COVID-19 have to do?

- Close contacts must remain at home (self-quarantine) for 14 days from the last date they were in close contact with the person with COVID-19. That is because it can take 14 days to develop symptoms after exposure.
- You should not have visitors to your home.
- If you need any support (for example, food, housing, medications, support) in order to remain in quarantine or isolation, please call 211).
- You should monitor for symptoms, and you should contact a health care provider if you develop symptoms to get tested.
- If a close contact would like to be tested for COVID-19, they should contact their healthcare provider to schedule a COVID-19 test. It is best to schedule the test for about a week (5 to 7 days) after exposure; this is the most likely time to find the virus if it is there. If you are not able to schedule a test through your healthcare provider or do not have a healthcare provider, please visit <https://bit.ly/ACTestingSiteMap> or www.alleghenycovidtesting.com to find a testing site.
- If you need transportation to a testing location, please call 211, follow the prompts to COVID. The Health Department has resources available for people who do not have transportation to a testing site.
- Please note - a negative result before the end of the 14-day quarantine period does not rule out possible infection. By self-quarantining for 14 days, you lower the chance of possibly exposing others to COVID-19.

If you were a close contact and got tested, what should you expect after you get the results?

Stay home until you get results

If your test is positive for COVID-19:

- Please let the school nurse know as soon as you receive a positive result.
- In accordance with CDC guidance, a person who has COVID-19 must remain home in isolation until all of the following are true:
 - At least 10 days have passed since the onset of symptoms AND
 - Until fever-free off anti-fever medications for 24 hours AND
 - Symptoms are improving.

Note: The COVID-positive individual does NOT need a repeat COVID-19 test or a doctor’s note in order to return to the school

- You will receive a call from the Allegheny County Health Department to provide more information and to answer any questions.
- The Health Department will work with you and the school nurse to determine who are your close contact and then reach out to them to quarantine, monitor for symptoms of COVID-19, and get tested.

If your test is negative:

If your test is negative, you still need to continue the 14-day quarantine. This is because sometimes the tests are wrong, and the best way to make sure you do not spread the virus is for you to stay home for the full 14 days. If at the end of 14 days you have not had any symptoms and the test was negative, you may return to the school.

What is the difference between isolation and quarantine?

- Isolation separates sick people with a contagious disease from people who are not sick. Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.
- You should not leave isolation until you meet the CDC criteria outlined above.
- Quarantine should last 14 days since the last possible day of exposure.

What happens in the school if a student or staff member has symptoms that could be COVID-19 (a COVID-like illness)?

The person with symptoms can return to school when:

- COVID-19 testing was completed and was reported as negative, and the person meets the school's normal criteria for return after an illness

OR

- A health care provider has evaluated the person and documented an alternative diagnosis and confirmed that the person may return to school.

OR

- COVID-19 testing was not done and all of the following are true:
 - At least 10 days since the onset of symptoms AND
 - Fever-free off anti-fever medications for 24 hours AND
 - Symptoms are improving.

Note: Repeat COVID testing is not required to return to the school.

If someone in the household was a close contact, does everyone in the household have to quarantine?

If no one in the household is showing symptoms of COVID-19, then only the person who was identified as the close contact has to quarantine.

What can we do to prevent COVID-19?

There are simple things you and your family can do to prevent the spread of COVID-19. These include:

- Wash your hands with soap and water or use hand sanitizer frequently
- Wear masks that cover your nose and mouth in public
- Keep at least 6 feet from others
 - Limit trips outside the home to essential travel (for example work, school, groceries, medical and dental appointments)
 - Avoid closed areas with many people

If you have questions about COVID-19 in general, COVID-19 in schools, or need community resources, please call 211 and follow the prompts for these areas.