

August 13, 2020

I would like to take this opportunity to update all stakeholders of Adelphoi Education Services in regard to our Health & Safety Reopening Plan. As you are aware, this has been a trying time for everyone across the country. I have designated myself as the Pandemic Coordinator and will lead our group in the development of our plan. Other members of the team include: school administrators, community members, board members, teachers and parents. I encourage all stakeholders to review our tentative plan and provide feedback so we can be prepared to bring our students back into our buildings and supply a quality educational program while keeping everyone as safe as possible.

At this time, Adelphoi Education Services is committed to starting the school year as scheduled. Please contact the administrator of your child's school to determine the exact start date. We are continuously participating in meetings and being provided with information from our local school districts, Westmoreland Intermediate Unit, Pennsylvania Department of Education, Center for Disease Control, health care providers, and Adelphoi to provide ongoing guidance and support as we reopen our schools as safely as possible. Below you will find a summary of our tentative plan. Full tentative plans will also be posted on our website for review.

Classrooms will be organized to facilitate social distancing to the greatest extent possible. All tables will be removed and replaced with individual desks to maintain six feet of social distancing to the greatest extent. Instructional staff will be encouraged to ONLY facilitate learning from the front of the classroom to mitigate possible transmission. Each instructional space has been measured for maximum capacity and signage will be placed on the floors as to where student desks will be positioned.

Adelphoi Education Services will use the Center of Disease Control (CDC) recommendations and establish guidelines from the PA Department of Education (PDE) to determine use of communal space. At this time, students will consume all meals within their classroom, meals will be individually packaged and delivered by food service staff. Weather permitting, physical education classes will be held outdoors utilizing activities that will promote social distancing to the greatest extent possible.

Although Adelphoi Education Services does not provide transportation for our students, we will work with sending school districts to stagger arrival and dismissal schedules. Prior to the pandemic, all students and staff entered through in one central location. We will now use multiple points of entrance and exits to mitigate to the greatest extent large gatherings.

It is the expectation of all staff and students that masks are worn covering the mouth and nose. If a student or staff is unable to meet this expectation, a physician's note will be required and accommodations will be put into place. It will be the goal of Adelphoi Education Services to implement mask-free intervals throughout the day.

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While in the GREEN phase, Adelphoi Education Services' students will return to the brick and mortar setting with a traditional instructional schedule which will provide ability to exchange classes following CDC recommendations and PDE guidelines. Families who choose not to return to the brick and mortar school will have the option of participating in a full Online Instructional educational program using Google Classroom with synchronous and asynchronous instruction. Cleaning, disinfecting and sanitizing of high traffic areas will continue throughout the school day and all areas of the school will be cleaned, disinfected and sanitized at the conclusion of each day.

Should we move to the YELLOW phase, students will be grouped and self-contained? Instructional staff will move from classroom to classroom. Families who choose not to return to the brick and mortar school will have the option of participating in a full Online Instructional educational program using Google Classroom with synchronous and asynchronous instruction. Cleaning, disinfecting and sanitizing of high traffic areas will continue throughout the school day and all areas of the school will be cleaned, disinfected and sanitized at the conclusion of each school day.

As we get closer to the start of the school, you will be notified of the **approved** Health and Safety Plan and the Continuity of Education Plan. Again, I highly encourage you to contact myself or another member of the administrative team with any comments, concerns and/or clarification.

Adelphoi Education Services recognizes that the ever changing government mandates and public health concerns may cause abrupt changes to our reopening plans. Regardless of the situation, if we all do our part to mitigate the spread of this disease, be patient, flexible, and understanding, we will come out of this a stronger community and school.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. F. Carlquist", is written over a white background.

Douglas F. Carlquist  
President, Adelphoi Education Services