

Urban Pathways' COVID-19 Staff Workplace Safety Plan

Urban Pathways is committed to providing a safe and healthy workplace for all of our staff. Our goal is to mitigate the potential for transmission of COVID-19 in our workplace by leveraging the Center for Disease Control and Pennsylvania Department of Education guidelines. The purpose of this plan is to minimize or eliminate our staffs' exposure to COVID and provide a plan in the unfortunate situation that any staff member is exposed or contract the virus.

Position and Primary Location

Job Title	Onsite/Remote
Teachers	<i>Remote</i>
Instructional Coaches	<i>Onsite/Remote</i>
Administration	<i>Onsite/Remote</i>
Paraprofessionals/Substitutes	<i>Remote</i>
Social Work/Counselors	<i>Remote</i>
Building Maintenance and Custodial	<i>Onsite</i>
Food Service	<i>Onsite</i>
Nurse Aides	<i>Onsite/remote</i>
Office Manager/ Administrative Assistants	<i>Onsite/remote</i>
Accounting	<i>Onsite/remote</i>
Technology	<i>Onsite/remote</i>

Social Distancing:

Staff members will be encouraged to avoid gathering in groups for extended periods of time. Staff members should make all efforts to remain six feet apart at all times.

Personal Protective Equipment:

All staff members will be provided with the appropriate PPE for their job responsibilities and all onsite staff members must wear a face mask at all times.

Screening:

Staff members will be asked to conduct a daily self- evaluated health check to include a temperature reading and symptom screening. Faculty who have a fever of 100.4 or higher or exhibit any symptoms should not report to the campus.

Cleaning:

There will be an increased cleaning and sanitization schedule for high touch areas including staff workrooms, mail rooms, and gathering spaces.

High Vulnerability Staff:

Considerations will be made for those employees who may have underlying conditions that leave them susceptible to illness. All efforts will be made to accommodate their needs and keep every staff member safe. Please reach out to Seth Springer if you are an at-risk staff member.

Managing Staff Onsite Illness:

In the event a staff member gets ill or has a fever anytime while in the building, they should report to the nurse's office and held in the identified quarantine room. If the staff member is too ill to drive themselves, the nurse will contact the staff's designated emergency contact which should be kept on file with the nurse. If the emergency contact is cannot be reached, the nurse will call for an ambulance.

Required Notifications:

If a school staff member is confirmed to have COVID-19, Urban Pathway's will contact the local public health authorities about contact tracing. The school will notify all staff and parents that a positive case has been identified on the campus but will not provide any identifiable information of the infected staff member.

Staff Confidentiality:

A sick staff member's confidentiality will be maintained at all times, as required by the Americans with Disabilities Act (ADA) and other applicable federal and state laws.

Quarantine:

Employees who have COVID-19 will be asked to stay for a minimum of 14 days for quarantine, per the CDC guidelines. Staff will need medical clearance to come back to work/school. All staff members who are asked to quarantine will be paid during the quarantined period and given alternative assignments.

Staff COVID Testing:

In the case of an outbreak, the school administrators will work closely with public health officials to determine the need for testing all staff with the purposes of surveillance, diagnosis, screening.

Emergency Paid Sick Leave:

Through *The Emergency Paid Sick Leave Act* any staff member who contract COVID will be provided with up to 80 hours of paid sick leave in order to fully recover.

Staff Concerns:

Any staff member who has concerns regarding COVID-19 related procedures should contact Seth Springer. These concerns may include the need for PPE, cleaning, confirmed cases and other areas.