

March 11, 2020

Dear Abington School District Community,

As information of the COVID-19 (coronavirus) pandemic continues to develop daily, Abington School District is taking steps to plan and prepare for the possibility of transmission to our community. Currently, there are no known or reported cases of coronavirus in the Abington School District.

The District has reviewed our Emergency Operations Plan, Business Continuation Plan and has developed an Instructional Contingency Plan to respond to the various potential outcomes, which could include a school closure and/or quarantine period. At this time, school will remain in session. The District is considering other actions in the interim, such as the limitation of student and staff travel on field trips, or the limitation of large-scale events, which will be decided on a case-by-case basis in consultation with building principals.

We have identified **three levels** of responses, and have included an attachment of this tiered plan that outlines the District's considerations and next steps. Please know that each of these phases is situational, and we will continue consultation with the Montgomery County Department of Health in our decision-making.

The three levels of Abington School District's coronavirus response plan include the following:

- **Level 1 – Reported cases in Montgomery County and/or Greater Philadelphia area**
As of the date of this letter, this is the current level at which Abington School District is operating. We are actively monitoring the disease in our area, are consulting with our District Physician, and have been in frequent communication with the Montgomery County Department of Health. Our administration, teachers and staff have developed materials for the possibility that remote instruction is needed in the event of an extended closure. Additionally, as stated in my previous correspondences, over the past several weeks we have increased cleaning and disinfecting routines to maintain a healthy school community.
- **Level 2 – Reported cases in Abington Township/Borough of Rockledge and/or direct exposure of students/staff**
As the number of confirmed cases in our surrounding area continues to grow, the District will transition into the next phase of our response plan, which further limits exposure. School may remain in session, but we will consider postponing all travel and field trips, athletic and extracurricular activities, along with all District-sponsored events. In the event a member of our school community has had direct contact with someone who has a confirmed coronavirus diagnosis, we will consult with the Montgomery County Department of Health regarding their recommendations for a potential closure of the impacted building.
- **Level 3 – Confirmed cases among students and/or staff**
In the event of coronavirus transmission in our immediate school community, we will move into the third phase of our plan. This may include temporary closure of all District facilities, including potentially suspending all instructional activities. If this occurs, schools will be closed for a specific period of time based on recommendations from the Montgomery County Department of Health. This may vary from a closure of only a few days in buildings that may have not been directly affected, to a 14-day quarantine or more. If there is an extended closure, you will be

contacted via Skyward Message Center with directions as we implement our Instructional Contingency Plan. For secondary students, this may include online learning, while elementary students have been issued a take-home packet for completion. At a later date, the District will seek guidance from the Pennsylvania Department of Education regarding the potential make-up of school or application for a waiver.

I would like to reiterate that each of these levels is situational, but this response plan is meant to serve as a guide so that our school community understands our decision-making, and knows what to expect as the coronavirus outbreak develops. The best measures in combatting spread of this disease is to continue practicing good hygiene habits, and to remain home if you are feeling ill.

If you have any health-related questions or concerns, please contact your healthcare provider. For questions pertaining to school operations, including our Instructional Contingency Plan, please contact your child's principal.

Lastly, I remind you to please visit our [Coronavirus Resource Center](#) on the District website for continued updates and information related to Abington School District's planning and preparedness, including the attached chart of our response levels. Thank you for your continued support in keeping our schools healthy.

Regards,
Jeffrey S. Fecher, Ed.D.
Superintendent of Schools

Coronavirus Disease (COVID-19) Response Levels



Level 1

(Reported cases in Montgomery County and/or Greater Philadelphia area)

- ▶ Actively monitor local cases and stay in frequent communication with the Montgomery County Department of Health and Abington School District Physician
- ▶ Increase cleaning and disinfecting routines with more frequent cleaning of common areas, such as door hardware, bus seats, etc., and use of electrostatic sprayers and specific cleaning agents
- ▶ Make adjustments to cafeteria food service, such as the use of individually wrapped utensils and disposable trays
- ▶ Communicate online, and to each building, the precautions to avoid spreading COVID-19, including educating children about proper handwashing and covering coughs/sneezes
- ▶ Emphasize the importance of remaining home if feeling ill
- ▶ Monitor symptoms of any ill students
- ▶ Establish separate waiting area of school health suites for sick students
- ▶ Review Business Continuation Plan and Emergency Operations Plan, including Instructional Contingency Plan
- ▶ Hold joint meetings/conference calls with administration and principals for departmental briefings
- ▶ Evaluate, and potentially limit, large-scale events and field trips on a case-by-case basis
- ▶ Ask parents/guardians to check, and update if needed, contact information in Skyward Family Access

Level 2

(Reported cases in Abington Township/Borough of Rockledge and/or direct exposure of students/staff)

- ▶ Follow guidance from Montgomery County Department of Health and communicate to families with next steps
- ▶ Continue to monitor attendance, symptoms of ill students
- ▶ Potentially limit all non-essential travel, such as field trips, tournaments, professional development, etc.
- ▶ Potentially limit large gatherings to only essential events or consider postponing essential events
- ▶ Potentially limit permits for use of District buildings and grounds
- ▶ Potentially limit/restrict outside visitors and guests
- ▶ Continue communicating the importance of staying home if sick
- ▶ If a student or staff member has been exposed, potentially close impacted school building for continued deep cleaning
- ▶ Prepare Instructional Contingency Plan for potential implementation, and communicate to affected students/staff in the event of an extended Level 2 closure

Level 3

(Confirmed cases among students and/or staff)

- ▶ Potentially cancel all school events and building permits
- ▶ Potentially cancel all school-related student and staff travel
- ▶ Potentially close school(s) or entire District in consultation with the Montgomery County Department of Health
- ▶ Implement Instructional Contingency Plan for extended closure, communicating to families the anticipated length and school work accommodations
- ▶ In the event of closures, communicate to staff which members are to report to duty to maintain services
- ▶ Perform a full-scale deep clean of all affected buildings