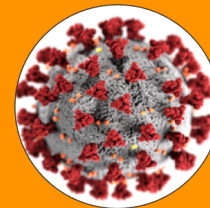


School District No. 59

COVID-19: Mandatory Protocol

Gradual Return of Students to Schools

Effective to the end of May, 2020



On March 17, 2020 the British Columbia government declared a provincial state of emergency to support the province wide response to the novel coronavirus (COVID-19) pandemic. The primary directive from the Federal and BC Provincial governments is aimed at limiting potential exposure of Canadians to COVID-19. As the provincial government moves toward an easing of restrictions, students will begin a gradual return to schools.

Before a child is able to partially attend school, it is expected that parents will:

- check their child for symptoms of COVID-19 each day prior to dropping their child off at the school site. The parental check will include checking for fever, cough, sore throat, shortness of breath, fatigue, headache, muscle aches. Children who exhibit symptoms will be expected to stay home.
- provide their child with a water bottle.

COVID-19 Preventative Measures for Staff



- Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- Stay home when you are sick. If you have a fever, a new cough or are having difficulty breathing, call 8-1-1. We expect students to stay home if they are sick as well.
- Avoid close contact with people who are sick; utilize quarantine space for children who exhibit symptoms of COVID-19
- Clean frequently touched objects and surfaces with soap and water.

Reinforcing Preventative Measures for Students

- Staff will work with the students to help them understand and practice safe physical distancing of six feet/two metres between self and others.
- Staff will work with the students to help them understand and practice coughing or sneezing etiquette; remind them to do it into their elbow or a tissue, and then throw out the tissue if used and wash hands afterwards.

School Hours/Access

- Students attendance will be pre-scheduled appointments.
- The bell schedule has been standardized so all schools will start at 9:00 AM.
- The elementary school day will finish at 2:35 PM. High schools will finish at 3:00 PM.
- Students will use the designated entrance(s) and exit(s).
- Schools doors will be locked during the day to limit public access.
- Staff access to schools will be from 8:00 AM to 4:00 PM.

Parent/Guardian Drop Off/Pick Up

Drop Off:

- Students will use the designated entrance(s) and exit(s): Site specific.
- Students will maintain physical distancing as they enter the school.
- Students will wash their hands and report to their designated seat in the classroom.
- Students will await instruction from staff.

Pick Up:

- Students will wash their hands and when they leave the school. Parents must drop off and pick up their students at their designated time.

COVID-19 MANDATORY PROTOCOL: SCHOOL SITE PROCEDURES

The Use of Masks is Not Recommended at This Time

- Masks are indicated for people who have symptoms to reduce their risk of spreading the virus through droplets produced when coughing or sneezing.
- Students who have symptoms should be kept home from the school rather than relying on masks.
- However, individuals can wear masks, if they so choose and they provide their own.

Workspaces for Students

- Parents are asked to ensure students arrive at the school site with schoolwork assigned to them by classroom teachers.
- Staff will thoughtfully create workspaces for students that meet the requirements for physical distancing (six feet/two metres between self and others).
- Staff will limit the number of spaces and resources used on any given day.

Daily Sanitizing Routines

- Wash your hands when you arrive at school.
- Students and staff will clean their work areas with soap and water during the day.
- Schools may have rotating day-custodian coverage to disinfect common areas periodically throughout the day.

Washrooms

- Schools will develop a washroom use plan for students.
- Only one student is permitted in a washroom at a time.
- Regularly review the COVID-19 handwashing guidelines (as posted) with students.

Food

- Students should not bring food or drinks other than water to school during this time.

Staff Should Wash Hands Frequently

Staff should wash hands:

- When they arrive at the school and before they go home
- Before handling food
- After assisting a child to use the toilet
- After contact with bodily fluids (runny noses, spit, vomit, blood)
 - Please utilize Universal Precautions (see attached page 3)
- After cleaning tasks
- After removing gloves
- After handling garbage
- Whenever hands are visibly dirty

Staff will Promote Good Hand Hygiene and Respiratory Etiquette with Students

Students/Children and adults should clean their hands often, particularly:

- Before leaving home and on arrival at school.
- After using the toilet
- After sneezing or coughing into hands.
- Before and after new activities.
- Before and after breaks and lunch.
- Before eating any food.
- Before leaving school.
- Whenever hands are visible dirty.

Maintain Cleaning and Disinfecting Policies

Regular cleaning and disinfecting of objects and high-touch surfaces is very important to help to prevent the transmission of viruses from contaminated objects and surfaces.

- Clean and disinfect high touch surfaces regularly.
- Clean and disinfect high-touch electronic devices (i.e., keyboards, tablets, smartboards)
- Maintain physical distancing.
- Regularly clean and sanitize items that are designed to be shared.
- Reinforce and remind the rule of “hands to yourself”.

COVID-19 MANDATORY PROTOCOL: SCHOOL SITE PROCEDURES

Managing Students who Exhibit Symptoms of COVID-19

If a child begins to exhibit symptoms of COVID-19 (fever, cough, sore throat, shortness of breath, fatigue, headache, muscle aches):

- Promptly separate the child with symptoms of COVID-19 in a safe area away from others; move the child to the designated safe space. Provide adequate supervision until the child is picked up.
- Notify reception at the District Office.
- Call parent or guardian immediately and ask that the child be picked up immediately.
- Provide the child with a mask if one is available.
- Contact custodial to do a thorough cleaning of the space once the child has been picked up.

Universal Precautions

For personal protection:

- Wash your hands with soap and water for at least 20 seconds after you have had contact with blood or other body fluids, after going to the washroom, before preparing or eating food, and after removing latex gloves. Use hand lotion to help keep your hands from becoming chapped or irritated. Intact skin is your first defense against infection!
- Wear gloves when in contact with blood or other body fluids, excrement or non-intact skin.
- Wear gloves when in contact with articles such as clothing or surfaces that have been contaminated with blood or body fluids.
- Replace torn or punctured gloves immediately.
- DO NOT clean up blood or other bodily fluids from surfaces, call administrator or speak with the on-site custodian regarding clean-up (all SD59 custodians are trained in dealing with blood and other body fluids).
- If you have cuts or open sores on your skin, cover them with a plastic bandage.

Staffroom and Breaks

- Wash your hands before you go into the staffroom.
- Whenever in shared spaces maintain appropriate physical distancing.
- Staffrooms are to be used for food storage, accessing appliances, etc. The staff room will not be available for eating as it restricts access to appliances for others.
- Bring your own lunch. We are asking you not to leave the building for lunch to limit potential exposure. If you have to leave, make sure you follow the same protocols that you did when you arrived.
- Bring a lunch/snack that does not require a lot of preparation (to limit microwave use, surface use, utensil use, etc.).
- Clean and disinfect the areas, surfaces, appliances, etc. that you use in the staffroom.
- Wash your hands again before you go back to your classroom, office or workspace.
- Do not share food or drink.

Other Shared or Specialty Spaces

- Administrators will develop procedures for use of other shared spaces within their individual buildings (libraries, gyms, shops, etc.).
- Procedures for these spaces must be in line with District protocols.

Illness

- If you are sick, stay home and log a sick leave.
- If you start to develop symptoms while at work, let your supervisor know.
- If you are not sure whether you should stay home use the self-assessment tool at:

<https://bc.thrive.health/covid19>



BC COVID-19 Symptom Self-Assessment Tool

