COVID-19 **Communicable Disease Protocols** for Facilities

K-12 Education Recovery Plan (Revised January 12th, 2022)



The primary directive from the Federal and BC Provincial governments is aimed at limiting potential exposure of Canadians to COVID-19. Employees are to review operations and take preventative measures to ensure workers are not exposed; everyone must do their part to help reduce the spread of the virus and help flatten the curve. School District #59 is directing staff to follow these operational arrangements.

COVID-19 Preventative Measures for Staff











- Complete the active daily health check, checking for symptoms of COVID-19 each day prior to coming to work. Staff can utilize the BC COVID-19 Self Assessment Tool app for daily assessment of symptoms, or reference the SD59 Daily Health Check Form. The health check will include checking for fever, chills, cough, shortness of breath, loss of sense of smell or taste, nausea and vomiting, sore throat, loss of appetite, extreme fatigue, headache, body aches and diarrhea. School and district administrators are required to verify that staff and other adult health checks have been completed before they enter the work place.
- Stay home when you are sick.
- Wash your hands often with soap and water for at least 20 seconds or use hand sanitizer, especially after blowing your nose, coughing, sneezing, going to the washroom, entering and exiting new spaces, and before eating or preparing food. If you have to cough or sneeze, try to do it into your elbow or a tissue, and then throw out the tissue and wash your hands afterwards.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Manage flow of people and minimize crowding.
- All staff are required to wear a mask or a face shield (in which case a mask should be worn in addition to the face shield) in the District office –, except when:
 - There is a barrier in place (you are alone in your workspace);
 - eating and drinking;

Hours & Access

- The office will be open to the public from 8:00 am -4:00 pm, Monday to Friday.
- Staff must ensure that visitors are aware of Communicable Disease Protocols and requirements prior to entering the building (e.g. minimize crowding, requirement to wear a non-medical mask while in the building).
- As part of the visitor registration/sign-in process, all visitors must confirm they are not ill and are not required to self-isolate before entering.
- All visitors must wear a non-medical mask when they are inside the building.
- Visitors must hand sanitize in main entryway before entering the office.

Maintain Cleaning/Disinfecting Procedures

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.

- General cleaning and disinfecting of the premises will occur at least once a day.
- Clean and disinfect high touch surfaces regularly.
- Clean and disinfect high-touch electronic devices (i.e., keyboards, tablets, smartboards).
- Soap and water will be used to clean work spaces.
- Regularly clean and sanitize items that are designed to be shared.
- Washrooms will be cleaned once daily, keeping in line with high touch surface area protocols.
- Items that are not easily cleaned (e.g. fabric or soft items) will be limited.
- Garbage containers will be emptied daily.

Staff Should Wash Hands Frequently

Follow COVID-19 handwashing guidelines as posted.

Staff will wash hands:

- When they arrive at work, before they go home. Before/after breaks.
- Between different working environments.
- Before and after eating and drinking.
- Before and after handling food.
- After using the toilet.
- After contact with body fluids (i.e., coughing, sneezing, etc.).
- After removing gloves.

Staffroom and Breaks

- For indoor staff spaces (i.e. staffrooms, photocopy rooms, etc.) without a defined operating capacity, determine a capacity limit that is at most half the number of individuals that would be within the space if prevention measure weren't in place.
- Wash your hands or use hand sanitizer before you go into the kitchen.
- Bring a lunch that doesn't require a lot of preparation (to limit microwave use, surface use, utensil use, etc.).
- Do not share food or drink.
- Whenever in shared spaces, avoid crowding.
- When you are finished wash your hands or use hand sanitizer again before you go back to your office or work space.

Additional Precautions

- All work plans are to be approved by Wade or Matt.
- Facilities staff will still have access to all school sites during regular work hours. Avoid crowding. Respect individual comfort levels regarding personal space.
- Sign in is required with school secretary or principal.
- Use hand sanitizer before and after using fuel pumps.



- If in store purchasing is necessary, it must be approved by Wade or Matt and precautions must be taken to maintain safety and follow vendor protocol.
- Deliveries from outside agencies, including mail delivery, should be conducted in a manner as to minimize contact. Wash your hands before and after accepting deliveries and handling mail.

Other Shared or Specialty Spaces

- Management will develop procedures for use of other shared spaces within their work areas.
- For indoor staff spaces (i.e. staffrooms, photocopy rooms, etc.) without a defined operating capacity, determine a capacity limit that is at most half the number of individuals that would be within the space if prevention measure weren't in place.
- Procedures for these spaces must be in line with District protocols.

Use of Personal Protective Equipment (PPE)

- All staff are required to wear a mask or a face shield (in which case a mask should be worn in addition to the face shield) in District buildings –, except when:
 - There is a barrier in place;
 - eating and drinking;
- While wearing a non-medical mask, individuals must still seek to void crowding and respect individual comfort levels regarding personal space.

Illness and Self-Assessment Policies and Protocols

The School District has developed local protocols that:

• Ensure staff and visitors entering the school/worksite are aware of their responsibility to complete a daily health check prior to entering the school/worksite and to stay home if they are sick.

Daily Health Check

A daily health check is to reduce the likelihood of a person with COVID-19 coming to school when they are infectious.

- Staff and other adults are required to complete an active daily health check, in line with the Provincial Health Officer's Order on Workplace Safety, prior to entering the building.
 - School and district administrators are required to verify that the staff and other adult health checks have been completed before they enter the building.
- If a staff member or other individual has any symptoms, they must not enter the building.

Staying Home, Self Isolating and Symptoms

Stay Home When Required to Self-Isolate

Staff or other adults must stay home if required to self-isolate.

Symptoms of Illness and Return to Work

Staff or other adults should stay at home when sick, as this is one of the most important ways to reduce the introduction to and the spread of COVID-19 in schools. The following resources provide guidance regarding specific symptoms of illness:

- Staff and other adults can refer to the BCCDC's "When to get tested for COVID-19"
- Staff, students and parents/caregivers can also use the <u>BCCDC online Self-Assessment Tool</u>, call 8-1-1 or their health care provider.

When a staff, student or other adult can return to school depends on the type of symptoms they experienced (as indicated in the K-12 Health Check app and the BCCDC "When to get tested for COVID-19" resource), if a COVID-19 test is recommended, and the type of illness they had (e.g. COVID-19 or other illness). See Appendix A – COVID-19 Symptoms, Testing and Return to School for more information. If a student or staff member has tested positive for COVID-19, the following BCCDC resources provide guidance on what to do when sick and how to notify close contacts: I Tested Positive for COVID-19, and Instructions for Close Contacts (Appendix D and E).

Staff who experience symptoms consistent with a previously diagnosed health condition (e.g. seasonal allergies) can continue to attend work when they are experiencing these symptoms as normal. They do not require re-assessment by a health-care provider and should not be required to provide a health-care provider note. If they experience any new or unexplained symptoms, they should seek assessment by a health-care provider.

Staff may still attend work if a member of their household develops new symptoms of illness, provided the staff member has no symptoms themselves and is fully vaccinated. If the household member tests positive for COVID-19, the asymptomatic staff member should follow the BCCDC guidance on self-isolation and when they may return to school in Instructions for Close Contacts.

Northern Health Online Clinic and Information Line: 1-844-645-7811

Protocol If A Staff Member Develops Symptoms Of Illness At Work

If a staff member develops symptoms at work, the employer will:

- Provide a non-medical mask if they don't have one (exceptions should be made for staff who cannot wear masks for medical and/or disability-related reasons).
- o Make arrangements for the staff member to go home as soon as possible.
- o clean and disinfect the areas the staff member used.
- o Encourage the staff member to seek assessment by a health-care provider.
- o Request that the staff member staff stay home until COVID-19 has been excluded and symptoms have resolved.

Staff or other adults should stay home when sick.

Protocol In The Event Of A Confirmed COVID-19 Case

The emergence of the more transmissible Omicron variant of COVID-19 has necessitated changes in public health management. With higher levels of community transmission, a shorter virus incubation period, and the increased use of

rapid antigen testing, contact tracing and close contact notification by public health is no longer effective to minimize spread of COVID-19.

Public health has transitioned to individual self-management (i.e., individuals care for themselves, engaging with health care providers when needed), with public health focused on identifying and responding to larger clusters and outbreaks. Individuals who test positive are to notify those they live with or have had intimate contact with. **They do not need to notify the school or others at school.**

Going forward, schools are to monitor their attendance to determine if a public health-determined threshold for a grade or school has been met. If met, schools will send a notification to the school community indicating the threshold has been met and that they are following up with public health for further investigation.

There is no role for screening students or staff for symptoms, checking temperatures, or COVID-19 testing. Such activities are reserved for health-care professionals.

The District and school personnel must not provide notification to staff or students' families if a staff member or student becomes ill at home or at school, including if they display symptoms of COVID-19, unless directed to by public health.

Buses and School Transportation

- Bus drivers will clean and disinfect the high touch areas of the bus at the start of their shift and after drop offs.
 Buses used for transporting students should be cleaned and disinfected according the guidance provided in the BC CDC's Cleaning and Disinfectants for Public Settings document.
- All students in K to grade 12 are required to wear a mask or face shield (in which case a mask should be worn in addition to the face shield) indoors in schools and on school buses However, no student is required to wear a mask if they can not tolerate it for health or behavioural reasons, or if the person who is unable to put on or remove a mask without the assistance of another person;
- Non-medical masks or face coverings should be put on before loading.
- Spread students out if empty seats are available.
- Bus drivers are required to wear a non-medical mask, a face covering or a face shield (in which case a non-medical mask should be worn in addition to the face shield) on school buses except while driving.
- Communication will be given to parents and caregivers outlining their responsibility to;
 - Assess their child daily for symptoms of common-cold, influenza, COVID-19, or other infectious
 respiratory disease before sending them to school. If a child is sick, they must not take the bus or go to
 school.
 - o Review bus safety and protocols with their child to help limit potential exposure to COVID-19.
- Open windows whenever possible to increase fresh air ventilation while vehicle is occupied, and ensure the fresh air intake is open so that air in the vehicle in not being recirculated.
- Provide hand sanitizer for vehicle occupants to use at the start of each trip.

Carpooling/Vehicle Sharing

District Vehicles:

Non-medical masks must be worn by vehicle occupants to reduce the risk of transmission

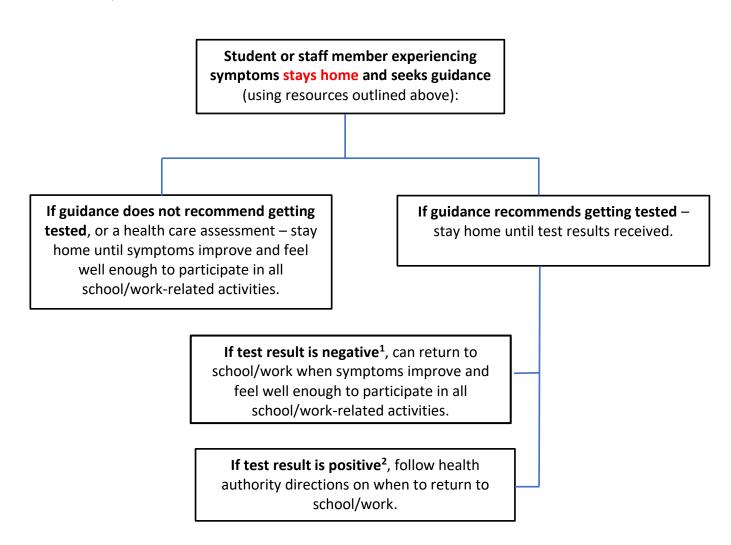
- Open windows whenever possible to increase fresh air ventilation while vehicle is occupied, and ensure the fresh air intake is open so that air in the vehicle in not being recirculated.
- Consider grouping workers into cohorts that travel together exclusively, keeping the same groups together each day to reduce the risk of broader transmission.
- Provide hand sanitizer for vehicle occupants to use at the start and end of each trip.
- Ensure high-touch points such as steering wheel, seat belts, driving controls, gear leaver, windows, keys, seats and door handles are wiped down each time occupants change seats.

Supporting Documents

- <u>BC's K-12 Education Recovery Plan</u>: Updated August 24th, 2020 provides direction to boards of education and independent school authorities to deliver educational programs and supports in line with provincial pandemic recovery efforts in the 2021/22 school year by:
- Provincial COVID-19 Health and Safety Guidelines for K-12 Setting: Updated October 1st, 2021 to provide detailed information and guidelines pertaining to health and safety in K-12 schools.
 https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidlines.pdf
- <u>BCCDC COVID-19 Public Health Guidance for K-12 School Settings:</u> Updated October 1st, 2021 to provide health and safety standards for schools to operate.
 http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance-k-12-schools.pdf
- BC Ministry of Education COVID-19 Planning Resource: Mask Exemptions: Updated November 2021.
- BCCDC Addendum Public Health Guidance for K-12 Schools: Updated Decemebr 29th, 2021
- Ministry of Education Addendum Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings: Updated December 29, 2021

Appendix A: COVID-19 Symptoms, Testing and Return to School

When a student, staff or other adult can return to school depends on the type of symptoms they experienced and if a COVID-19 test is recommended. See the K-12 Health Check app and BCCDC When to get tested for COVID-19 resource for specific guidance. Staff, students and parents/caregivers can also use the BCCDC on Self-Assessment Tol or call 8-1-1 or their health care provider.



- 1. Symptoms of common respiratory illnesses can persist for a week or more. Re-testing is not needed unless the person develops a new illness. BCCDC has information on receiving negative test results.
- 2. Visit the BCCDC website for more information on negative test results.

Appendix B: Daily Health Check for Staff

Daily Health Check for Staff

Updated January 12, 2022

Staff must perform a daily health check and follow directions as to when they must stay home:

Symptoms		What To Do	
FeverChillsCough	Loss of sense of smell or tasteDifficulty breathing	1 or more of these symptoms: Get tested and stay home.	
Sore throatLoss of appetiteHeadacheBody aches	Extreme fatigue or tirednessNausea or vomitingDiarrhea	If you have 1 symptom: Stay home until you feel better. 2 or more of these symptoms: Stay home and wait 24 hours to see if you feel better. Get tested if not better after 24 hours.	
If you are a close contact* of someone who has COVID-19 and have any of the symptoms listed above: Get tested and stay home.			

^{*}For more information and instructions on close contacts, go to: www.bccdc.ca/covid19closecontacts.

Self Monitoring for Close Contacts

• Monitor for symptoms of COVID-19 listed above for 14 days from the day you last had contact with the person who has COVID-19, even if you are fully vaccinated or had COVID-19 in the last 90 days. If you develop symptoms of COVID-19 listed above, please use the BC COVID-19 Self-Assessment Tool to see if you should get tested for COVID-19.

Self-Isolation for Close Contacts

- If you are **fully vaccinated or had COVID-19** in **the last 90 days**, including children with two doses, you are not required to self-isolate but should self-monitor closely. If an individual develops symptoms they should isolate immediately and isolate for five days. Please note, symptoms override close contact status in terms of self-management.
- If you are **not fully vaccinated and did not have COVID-19 in the last 90 days**, you are required to self-isolate for 10 days from the day you last had contact with the person who has COVID-19, even if you do not have any symptoms. If an individual goes on to develop symptoms and tests positive, their isolation is five days from their onset of symptoms which may end up shorter than the initial 10 days.

Stay Home When Required to Self-Isolate

When you self-isolate, you stay home and keep away from others to help stop the spread of COVID-19. You should self-isolate if:

- You have symptoms of COVID-19.
- You are a close contact of someone with COVID-19 and you are not fully vaccinated.
- You have been asked to self-isolate by public health or because of recent travel.

For more information on self-isolation and self-monitoring, please visit the <u>BCCDC webpage on self-isolation</u>.

Appendix C: Daily Health Check for Visitors

Daily Health Check for Visitors

Updated January 12, 2022

Visitors must perform a daily health check and follow directions as to when they must not enter school or District buildings:

Symptoms		What To Do		
FeverChillsCough	Loss of sense of smell or tasteDifficulty breathing	1 or more of these symptoms: Get tested and stay home.		
Sore throatLoss of appetiteHeadacheBody aches	Extreme fatigue or tirednessNausea or vomitingDiarrhea	If you have 1 symptom: Stay home until you feel better. 2 or more of these symptoms: Stay home and wait 24 hours to see if you feel better. Get tested if not better after 24 hours.		
If you are a close contact* of someone who has COVID-19 and have any of the symptoms listed above:				
Get tested and stay home.				

^{*}For more information and instructions on close contacts, go to: www.bccdc.ca/covid19closecontacts.

Self Monitoring for Close Contacts

Monitor for symptoms of COVID-19 listed above for 14 days from the day you last had contact with the person who has COVID-19, even if you are fully vaccinated or had COVID-19 in the last 90 days. If you develop symptoms of COVID-19 listed above, please use the <u>BC COVID-19 Self-Assessment Tool</u> to see if you should get tested for COVID-19.

Self-Isolation for Close Contacts

- If you are **fully vaccinated or had COVID-19 in the last 90 days**, including children with two doses, you are not required to self-isolate but should self-monitor closely. If an individual develops symptoms they should isolate immediately and isolate for five days. Please note, symptoms override close contact status in terms of self-management.
- If you are **not fully vaccinated and did not have COVID-19 in the last 90 days**, you are required to self-isolate for 10 days from the day you last had contact with the person who has COVID-19, even if you do not have any symptoms. If an individual goes on to develop symptoms and tests positive, their isolation is five days from their onset of symptoms which may end up shorter than the initial 10 days.

Stay Home When Required to Self-Isolate

When you self-isolate, you stay home and keep away from others to help stop the spread of COVID-19. You should self-isolate if:

- You have symptoms of COVID-19.
- You are a close contact of someone with COVID-19 and you are not fully vaccinated.
- You have been asked to self-isolate by public health or because of recent travel.

For more information on self-isolation and self-monitoring, please visit the <u>BCCDC webpage on self-isolation</u>.

Appendix D: BCCDC - I Tested Positive for COVID-19

I Tested Positive for COVID-19



People who test positive for COVID-19 will need to

- 1. Self-isolate and manage their symptoms
- 2. Complete an online form to report your test result
- 3. Notify close contacts

Self-isolation and ending isolation for cases of COVID-19

Self-isolation essentially means keeping away from others to help stop the spread of COVID-19. Visit the BCCDC website to learn more about how to self-isolate: bccdc.ca/covid19selfisolation

If you are managing your illness at home you can end isolation when all three of these conditions are met:

- 1. If you are fully vaccinated: At least 5 days have passed since your symptoms started, or from the day you tested if you did not have symptoms. You should wear a mask even in settings where a mask isn't required and avoid higher risk settings, such as long term care facilities and gatherings, for another 5 days after ending isolation. Fully vaccinated means you received both doses of a 2-dose series (e.g. AstraZeneca, Pfizer-BioNTech, or Moderna vaccine) more than 7 days ago, or have received a single dose of a 1-dose series (e.g. Janssen/Johnson and Johnson) more than 14 days ago.
 - <u>If you are not fully vaccinated:</u> at least 10 days have passed since your symptoms started, or from the day you tested if you did not have symptoms
- 2. Fever has resolved for 24 hours without the use of fever-reducing medication, such as acetaminophen or ibuprofen, and
- 3. Symptoms are improving and you are able to participate in your usual activities

Continue to isolate for longer if you have a fever or are not feeling better.

When you end isolation, you are not considered contagious. However, it can take longer to recover from the illness. Most people recover within two weeks. Some people with more severe symptoms can take up to twelve weeks or more to feel entirely better. If you are unsure or concerned, connect with your health care provider, call 8-1-1, or go to an Urgent and Primary Care Centre to be assessed.

If you are a traveler returning from outside Canada and test positive for COVID-19, you need to follow the quarantine requirements set by the Federal government. Visit the Government of Canada website for more information: travel.gc.ca/travel-covid.

Complete an online form to report your test result

Some people may benefit from additional medicines and/or services based on your health history, where you may have been during your infectious period, such as where you work or live. Public health will receive your response, and contact you if you are eligible for specific treatments and/or services.

Report your results at: reportcovidresults.bccdc.ca

Managing your symptoms

Most people can safely manage their symptoms with home treatment, such as drinking plenty of fluids, rest, and using a humidifier or hot shower to ease a cough or sore throat. If you have a fever, you can use non-prescription medicine like acetaminophen (such as Tylenol) or ibuprofen (such as Advil) to help with some of the symptoms of COVID19.

You can call 8-1-1 anytime to talk to a nurse at HealthLinkBC. This service is available in 130 languages. If your symptoms worsen, or if you do not improve after five or six days, call 8-1-1, your family doctor or an Urgent and Primary Care Centre (UPCC), so they can determine if you need to be assessed again.

Go to an emergency department or call 911 if you:

- Find it hard to breathe
- Have chest pain
- Can't drink anything
- Feel very sick
- Feel confused

Vaccination after COVID-19

If you're not fully vaccinated or you have not received your booster, you should still get vaccinated after you have recovered and ended your self-isolation. Vaccines boost your immunity and have shown to be highly effective in preventing serious illness and death, even after you have had a COVID-19 infection. Learn more about vaccination: bccdc.ca/covid19vaccine

Notify your close contacts

Contact tracing is important to help identify people who may have COVID-19 sooner and prevent the virus from spreading in your community. By notifying your close contacts, you are helping to protect your friends and loved ones and their friends and loved ones.

Consider who you were with and where you've been in the two days before you started having symptoms up until you started to self-isolate. If you have not had any symptoms and tested positive, consider who you were with and where you've been in the two days before your positive test.

Generally, you should notify:

- 1. People you live with
- 2. People you had intimate contact with.
- 3. People outside of your household (e.g. at a social gathering) who:
 - you were face-to-face with for 15 minutes or more,
 - while you were indoors, and
 - while you were not wearing a mask.
- 4. People who may have been exposed to saliva or other bodily fluids, such as people with whom you shared items like a drink, personal hygiene item, cigarette/vape, lipstick, or eating utensils, as well as people who you may have coughed or sneezed on.

Close contacts will need to monitor for symptoms of COVID-19 and will need to self-isolate if they are not fully immunized.

Instructions for your close contacts

You can provide your close contacts with the handout, "Instructions for close contacts."

Appendix E: BCCDC - Instructions for Close Contacts

C*VID-19 Instructions for close contacts



You have been identified as a close contact

You may have been exposed to COVID-19. You need to self-monitor and may also need to self-isolate and/or get tested.

Self-monitoring

Monitor for symptoms of COVID-19 listed below for 10 days from the day you last had contact with the person who has COVID-19, even if you are fully vaccinated or had COVID-19 in the last 90 days.

If you develop symptoms of COVID-19 listed below, please use the Self-assessment Tool to see if you should get tested for COVID-19.

- Fever or chills
- Sore throat
- Cough
- Loss of sense of smell or taste
- · Difficulty breathing
- Loss of appetite
- Extreme fatigue or tiredness
- Headache
- Body aches
- · Nausea or vomiting
- Diarrhea

If you have no symptoms of COVID-19, you do not need to be tested for COVID-19.

Testing and results

If you need to get tested, find the nearest testing location: healthlinkbc.ca/covid19test

Self-isolation

Fully vaccinated or had COVID-19 in the last 90 days:

You are not required to self-isolate, and you can continue to participate in routine activities, such as work or school, as long as you do not have any symptoms. However, do not visit friends or relatives who are higher risk for severe COVID-19 (e.g. those currently in hospital, long term care, those with compromised immune systems, or over the age of 70 years) for 10 days after you were last exposed to COVID-19.

Fully vaccinated means you received both doses of a 2-dose series (e.g. AstraZeneca, Pfizer-BioNTech, or Moderna vaccine) or it has been more than 14 days since you received a single dose of a 1-dose series (e.g. Janssen).

Not fully vaccinated and did not have COVID-19 in the last 90 days:

You need to self-isolate for 10 days from the day you last had contact with the person who has COVID-19, even if you do not have any symptoms. Self-isolation means keeping away from others to help stop the spread of COVID-19. Visit the BCCDC website to learn more about how to self-isolate. In addition to the 10 days of self-isolation, you should not visit friends or relatives who are higher risk for severe COVID-19 (e.g. those currently in hospital, long term care, those with compromised immune systems or over the age of 70 years) for 14 days after you were last exposed to COVID-19.

More details on risk factors for severe disease are available on the BCCDC website.

n. 7, 2022

For more info on self-isolation, visit bccdc.ca/covid19self-isolation

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C*VID-19 Instructions for close contacts



Positive result

Fully-vaccinated



- Self isolate for at least 5 days
- Continue to isolate if you still have a fever or no improvement in symptoms
- Wear a mask for 5 more days even in settings where it is not required. Avoid higher risk settings like long term care facilities and gatherings.

Not fully-vaccinated



- Self isolate for at least 10 days
- Continue to isolate if you still have a fever or no improvement in symptoms

Negative result

Fully vaccinated or had COVID-19 in last 90 days

- · No need to isolate
- Continue to stay home if you still have a fever or no improvement in symptoms

Not fully-vaccinated



- · Self isolate for at least 10 days
- Continue to isolate if you still have a fever or no improvement in symptoms

Jan. 7, 2022

For more info on self-isolation, visit bccdc.ca/covid19self-isolation

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