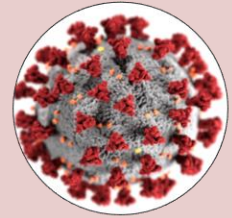


COVID-19 Communicable Disease Protocols for Facilities

K-12 Education Recovery Plan
(Effective March 19, 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 a daily health check, checking for symptoms of COVID-19 each day prior to coming to work. Staff can utilize the **Daily Health Check & What To Do When Sick resource for daily assessment of symptoms**. 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.
- **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.
- **The decision to wear a mask or face covering is a personal choice for staff. A person's choice should be supported and respected.**

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).
- **Facilities can return to routine sign in/sign out practices for all visitors who are not typically onsite.**
- **The decision to wear a mask or face covering is a personal choice for staff. A person's choice should be supported and respected.**
- Visitors **should** 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

- **There is no longer a capacity limit for indoor staff spaces (i.e. staffrooms, photocopy rooms, etc.). Staff are encouraged to spread out as much as possible in the available space. For gatherings (e.g. meetings, pro-d, etc.) use available space to spread people out, and consider virtual options.**
- 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.



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- 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.
- There is no longer a capacity limit for indoor staff spaces (i.e. staffrooms, photocopy rooms, etc.). Staff are encouraged to spread out as much as possible in the available space. For gatherings (e.g. meetings, pro-d, etc.) respect room occupancy limits, use available space to spread people out, and consider virtual options.
- Procedures for these spaces must be in line with District protocols.

Use of Personal Protective Equipment (PPE)

- The decisions to wear a mask or face covering is a personal choice for staff, students and visitors. A person's choice should be supported and respected.

Illness and Self-Assessment Policies and Protocols

The School District has developed local protocols that:

- Ensure staff and visitors entering the school/worksites are aware of their responsibility to complete a daily health check prior to entering the school/worksites 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 should to complete a daily health check and can utilize the **Daily Health Check & What To Do When Sick** resource for daily assessment of symptoms.
- 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](#)
- **Daily Health Check & What To Do When Sick** resource
- Staff, students and parents/caregivers can also use the [BCCDC online Self-Assessment Tool](#), call 8-1-1 or their health care provider.

When a staff member can return to work depends on if they have tested positive for COVID-19 and/or improvement of their symptoms. See Appendix A - **Daily Health Check & What To Do When Sick**.

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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, **and/or has tested positive for COVID-19, provided the student/staff has no symptoms themselves.**

Northern Health Online Clinic and Information Line: [1-844-645-7811](tel: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).
- Make arrangements for the staff member to go home as soon as possible.
- clean and disinfect the areas the staff member used.
- Encourage the staff member to seek assessment by a health-care provider.
- Request that the staff member 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 work or others at work.**

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.
- **Bus drivers, teachers and students in Kindergarten to Grade 12 may choose to wear masks or face coverings when they are on the bus. A person's choice should be supported and respected.**
- Spread students out if empty seats are available.
- 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.**
 - 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:

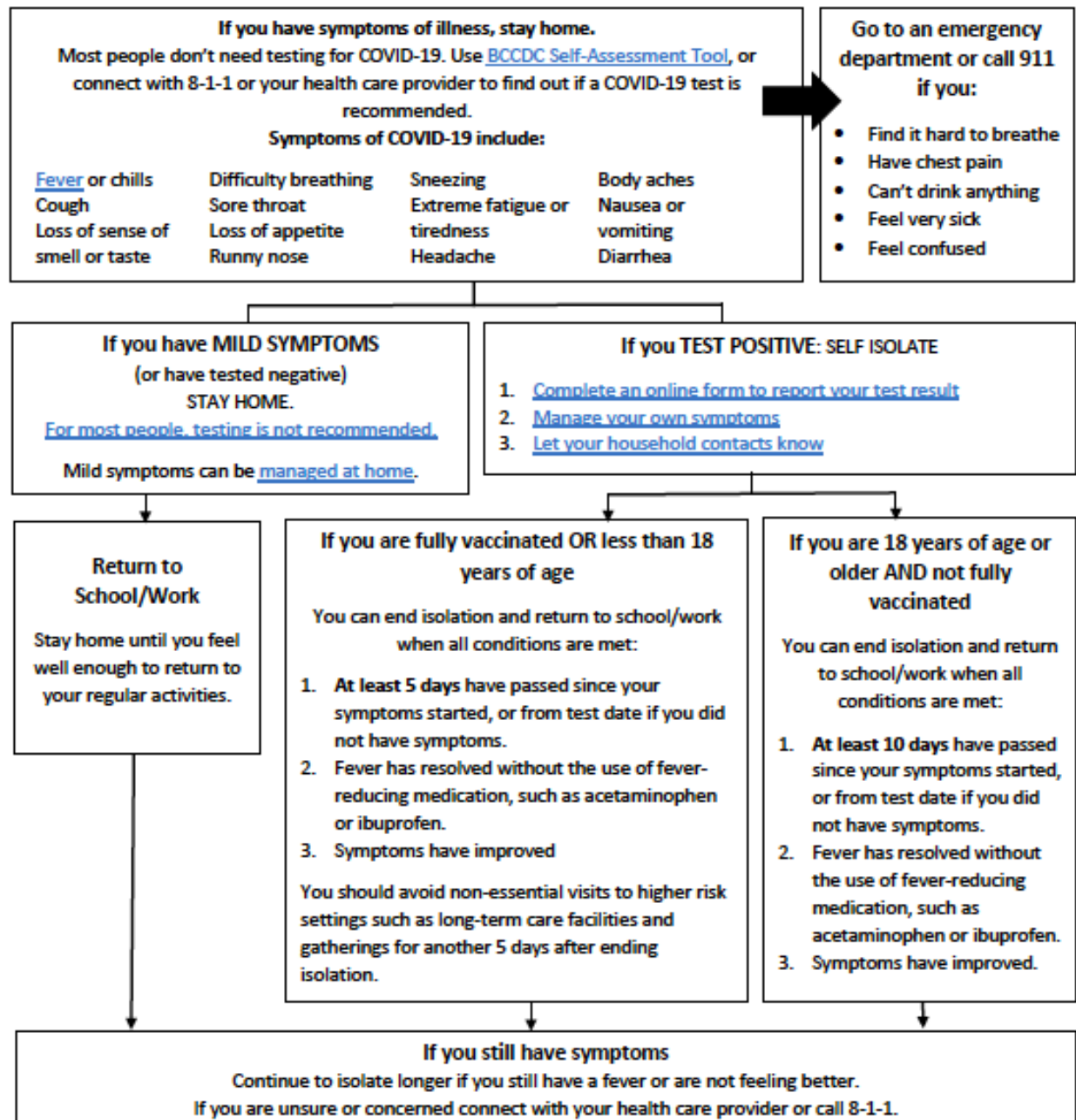
- Open windows whenever possible to increase fresh air ventilation while vehicle is occupied, and ensure the fresh air intake is open so that air in the vehicle in not being recirculated.
- Provide hand sanitizer for vehicle occupants to use at the start and end of each trip.

Supporting Documents

- **BC's K-12 Education Recovery Plan**: 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 March 10, 2022 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-guidelines.pdf>
- **BCCDC COVID-19 Public Health Guidance for K-12 School Settings**: Updated March 10, 2022 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

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Appendix A: Daily Health Check & What To Do When Sick



What to do if someone is sick in your household:

You can continue to attend school if someone in your household is sick and/or self-isolating as long as you do not have any symptoms of illness and feel well. This includes if they have tested positive for COVID-19. Ensure you closely monitor yourself (or your child) for symptoms of illness and stay home if you feel unwell. The best way to protect yourself and your family from COVID-19 is to get vaccinated. Vaccines are available for anyone ages 5 and up. Register now at: [Getvaccinated.gov.bc.ca](https://getvaccinated.gov.bc.ca)