



COVID-19 SAFETY PLAN

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General Information

On March 11, 2020 the World Health Organization declared COVID-19 to be a pandemic. On March 18, 2020 the Province of British Columbia declared a State of Emergency.

There are many sources of information about the COVID-19 global pandemic. For Boards of Education in British Columbia, we rely on the information and guidance of the following organizations and government departments:

The Office of the Provincial Health Officer

The BC Ministry of Education

The BC Ministry of Health

The BC Centre for Disease Control

WorkSafeBC

The West Vancouver Schools District COVID-19 Safety Plan contains information sourced directly from these organizations. Information will be updated as it becomes available.

The Workers Compensation Act requires employers to establish occupational health and safety policies and programs in accordance with the Occupational Health and Safety Regulation. WorkSafeBC has directed employers to develop a COVID-19 Safety Plan that outlines the policies, guidelines and procedures in place to reduce the risk of COVID-19 transmission.

We have taken the following steps in developing a COVID-19 Safety Plan:

- ➔ Assess the tasks carried out in the workplace and identify where the risk of transmission may arise while performing those tasks.
- ➔ Put controls in place to eliminate or minimize the risk of transmission arising in the workplace.
- ➔ Develop the Safety Plan in consultation with frontline workers, supervisors, and joint health and safety committees or worker representatives.
- ➔ Communicate the Safety Plan to everyone in the workplace.
- ➔ Refresh Safety Plan knowledge following significant school breaks
- ➔ Train workers and supervisors to know their responsibilities and rights under the Safety Plan.
- ➔ Ensure the Safety Plan is being followed, in a fair, consistent way throughout the workplace.
- ➔ Update and re-post the Safety Plan as experience, new information, and conditions indicate changes are needed.

The COVID-19 Safety Plan for West Vancouver Schools is a living document and will be updated and re-posted as required. All Board employees are required to follow the protocols outlined in the COVID-19 Safety Plan. In addition, site specific requirements may be listed as an appendix to the District plan and posted with the Safety Plan at those particular work sites. Employees working at these sites must adhere to the protocols of

the general District Plan as well as the specific protocols of the site.

We have posted a copy of the District Safety Plan on our website and at each of our facilities. It is readily available for review by workers, those who may come to our workplace to provide services, health officers, WorkSafeBC officers and members of the public.

What is COVID-19 ?

COVID-19 is a communicable disease caused by a new coronavirus. Coronaviruses are a large family of viruses found mostly in animals. In

humans, they can cause diseases ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS).

Symptoms of COVID-19

The symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold. COVID-19 symptoms can range from mild to severe. Sometimes people with COVID-19 have mild illness, but their symptoms may suddenly worsen in a few days. Research shows that some symptoms are more likely related to COVID-19 than others.

Key symptoms of COVID-19 include:

- ➔ [Fever](#) or chills
- ➔ Cough
- ➔ Loss of sense of smell or taste
- ➔ Difficulty breathing

Other symptoms may include:

- ➔ Sore throat
- ➔ Loss of appetite
- ➔ Extreme fatigue or tiredness
- ➔ Headache
- ➔ Body aches
- ➔ Nausea or vomiting
- ➔ Diarrhea

To assist people in understanding what to do if they have symptoms, there is an App and an [online self-assessment tool](#). The BC CDC has also created a document called "[When to get tested for COVID-19](#)".

Transmission / How it Spreads

Respiratory infections such as influenza (flu) and COVID-19 are mainly spread by liquid droplets that come out of the mouth and nose when a person with the virus breathes, coughs, sneezes, talks, or sings. Droplets come in a wide range of sizes, from smaller than the width of a hair to larger than a grain of sand. A few large droplets or many small droplets can contain enough virus to infect another person.

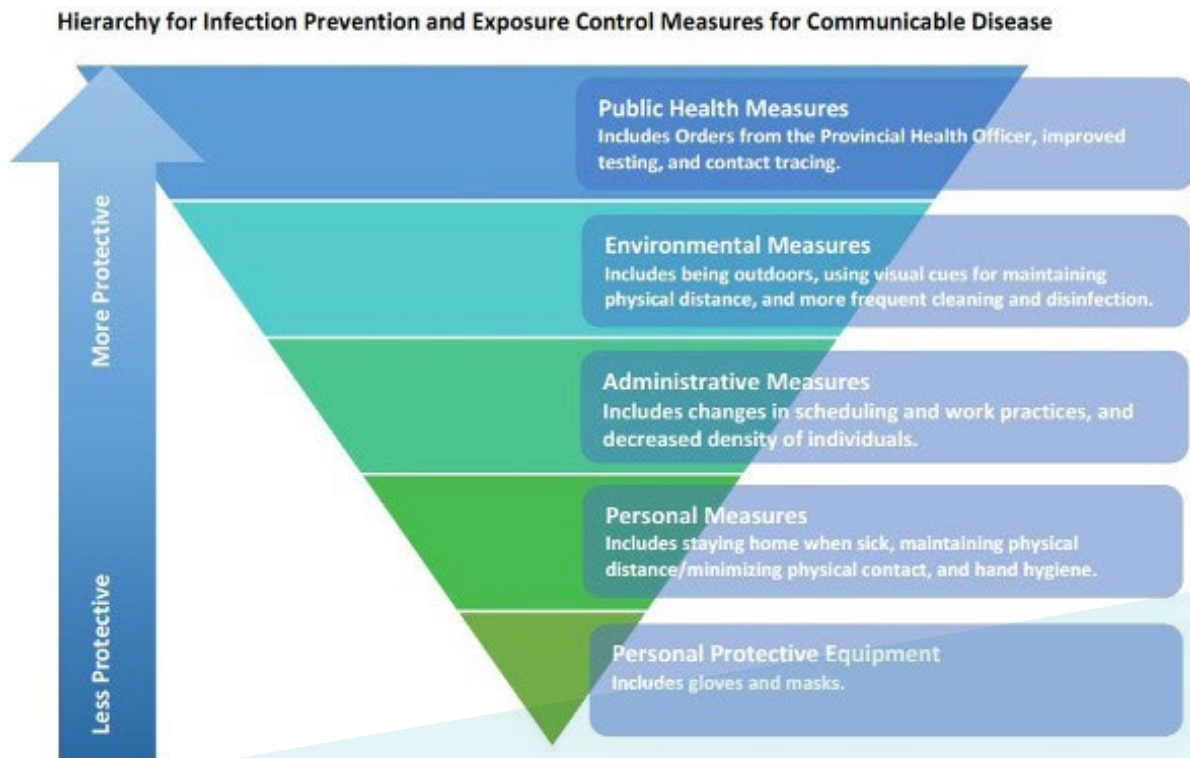
Diseases can spread if droplets with the virus enter the body through the eyes, nose or throat.

The risk of person-to-person transmission is increased the closer you come to other people, the amount of time you spend near them, and the number of people you come near. The BC Centre for Disease Control is the best source for health information about COVID-19.

Implementation of Protocols to Reduce the Risks

We used the following resources to guide our implementation of protocols to reduce the risks in the workplace:

- ➔ Education (K-12): Protocols for returning to operation from WorkSafeBC.
- ➔ Reviewed risks and solutions with workers, supervisors, and the joint health and safety committees
- ➔ Reviewed all orders, guidance, and notices issued by the Provincial Health Officer and relevant to K-12 education
- ➔ Provincial COVID-19 Health & Safety Guidelines for K-12 Settings
- ➔ Supporting the K-12 Education Response to COVID-19 in BC - Operational Guidelines for School Districts and Independent School Authorities developed by the Ministry of Education
- ➔ COVID-19 Public Health Guidance for K-12 School Settings developed by the BC Centre for Disease Control and the BC Ministry of Health
- ➔ Any orders or guidelines issued under the Emergency Program Act



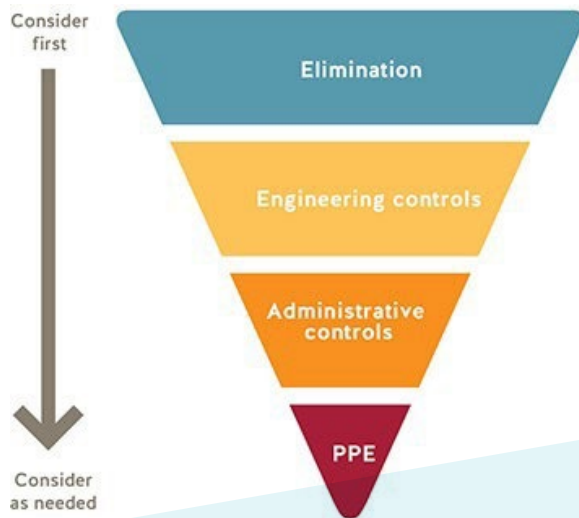
To reduce the risk of the virus spreading through droplets in the air, we implemented protocols to protect against identified risks. Different protocols offer different levels of protection. Whenever possible, we use the protocol that offers the highest level of protection. We consider controls from additional levels if the first level is not practicable or does not completely control the risk. We incorporate controls from various levels to address the risk at the workplace.

We specifically follow the Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease. Infection and exposure control measures help create safe environments by reducing the spread of communicable diseases like COVID-19. These are more effective in controlled environments where multiple measures of various effectiveness can be routinely and consistently implemented.

Schools are considered a controlled environment. This is because schools include a consistent grouping of people: there are robust illness policies for sick students and staff and there is an ability to implement effective personal practices that are followed by most people most of the time.

The Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease describes measures to reduce the transmission of COVID-19 in schools. Control measures at the top are more effective and protective than those at the bottom. By implementing a combination of measures at each level, the risk of COVID-19 is substantially reduced.

WorkSafeBC requires that wherever possible, we use the protocols that offer the highest level of protection and add additional protocols as required. WorkSafeBC defines their levels in the following way:



First level protection (elimination): Limit the number of people in your workplace where possible by implementing work-from-home arrangements, establishing occupancy limits, rescheduling work tasks, or other means. Rearrange workspaces to ensure that workers are at least 2 m (6 ft) from co-workers, customers, and members of the public.

Second level protection (engineering controls): If you can't always maintain physical distancing, install barriers such as plexiglass to separate people.

Third level protection (administrative controls): Establish rules and guidelines, such as cleaning protocols, telling workers to not share tools, or implementing one-way doors or walkways.

Fourth level protection (PPE): If the first three levels of protection aren't enough to control the risk, consider the use of masks. Ensure masks are selected and cared for appropriately and that workers are using masks correctly.

West Vancouver Schools follows the Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease and incorporates the WorkSafeBC protection levels within the control measures.

Public Health Measures

Public Health measures are actions taken across society at the population level to limit the spread of COVID-19.

Provincial restrictions are in place to help stop the spread of COVID-19. Some restrictions are made by the Provincial Health Officer (PHO) under the Public Health Act and others are made under the Emergency Program Act (EPA). Most orders can be enforced by police and compliance and enforcement officials.

We will abide by all orders made by the Provincial Health Officer and any orders made under the Emergency Program Act. We expect all employees to abide by all public health orders.

Public health teams actively monitor and trace cases of COVID-19 in schools. We will cooperate with and provide necessary information to our regional health authority and medical health officer. We acknowledge that public health officials control the definition and distribution of medical information.

Specifically:

- ➔ We are complying with all guidelines contained in the BC Centre for Disease Control/BC Ministry of Health “COVID-19 Public Health Guidance for K-12 School Settings” as amended from time to time.
- ➔ We are complying with the “Provincial COVID-19 Health & Safety Guidelines for K-12 Settings” as amended from time to time.
- ➔ We are complying with the standards, guidelines and protocols from WorkSafeBC as amended from time to time.
- ➔ We have developed and received approval for a Restart Plan as required by the Ministry of Education.
- ➔ We are using the “Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease” which describes measures that should be taken to reduce the transmission of COVID-19 in schools.
- ➔ We are implementing a combination of measures at each level to reduce the risk of transmission of COVID-19.

Environmental Measures

Environmental measures are changes to the physical environment that reduce the risk of exposure. These include:

- ➔ Being in outdoor spaces
- ➔ Visual cues for physical distancing and directing traffic flow
- ➔ Physical barriers
- ➔ Frequent cleaning
- ➔ Ensuring good ventilation and air circulation and disinfection

General Environmental Measures

- ➔ Schools will consider moving activities outdoors when possible.
- ➔ People will be spread out as much as possible. Desks and tables will be arranged to maximize space between students.
- ➔ Activities that require close, prolonged, face to face contact will be avoided.
- ➔ Visual cues for physical distancing, occupancy limits and directing traffic flow will be established where necessary.
- ➔ Visual reminders for distancing, hygiene, health checks will be prevalent.
- ➔ Staff only spaces will utilize floor markings and signage to direct traffic flow and prevent crowding.
- ➔ Physical barriers may be installed in places where physical distancing cannot regularly be practiced and a person is interacting with numerous individuals outside of a cohort. Physical barriers will be constructed and installed at reception areas and other spaces where necessary.

Ventilation and Air Circulation

- ➔ We will ensure that heating, ventilation and air condition (HVAC) systems are designed, operated and maintained as per standards and specifications for ongoing comfort for workers per Part 4 of the Occupational Health & Safety Regulation.
- ➔ Should an HVAC breakdown occur (including a temporary power outage), Facilities will inspect the premises and advise regarding alternate air circulation measures.
- ➔ Schools with recycled/recirculated air systems will upgrade their current filters to a minimum MERV 13 filter or higher.
- ➔ Schools with fresh air intake systems will increase their average air exchanges.
- ➔ Schools will open windows when possible.
- ➔ We will install MERV 13 filters in our school HVAC systems.
- ➔ Classrooms without an HVAC system will have an air purifier unit provided.

Cleaning and Disinfection

- ➔ General cleaning and disinfection of all school premises will be in accordance with the BCCDC's "Cleaning and Disinfectants for Public Settings" document.
- ➔ Every custodian will have access to a copy of the BCCDC "Cleaning and Disinfectants for Public Settings" document.
- ➔ Schools will use commercial disinfectant products listed on Health Canada's hard surface disinfectants for use against coronavirus (COVID-19).
- ➔ There will be general cleaning and disinfecting of the premises at least once every 24 hours. This includes items that only a single student uses like an individual desk.
- ➔ Cleaning and disinfecting of frequently touched surfaces will occur at least twice every 24 hours, including at least once during regular school hours.

- ➔ Frequently touched surfaces include:
 - » Items used by multiple students and staff including doorknobs, light switches, hand railings, water fountains, faucet handles, toilet handles, tables, desks chairs, manipulatives and toys.
 - » Shared equipment (e.g., computer keyboards and tablets, glassware and testing equipment for science labs, kitchen equipment for culinary programs, sewing machines and sewing equipment for home economic programs, PE/sports equipment, music equipment, etc.)
 - » Appliances (e.g., microwaves, refrigerators, coffee pots, photocopiers or laminators)
 - » Service counters (e.g., office service window; library circulation desk)
 - » Frequently touched items that are not easily cleaned will be limited and will include only those that support learning, health and development.
- ➔ All visibly dirty surfaces will be cleaned and disinfected
- ➔ Garbage containers will be emptied daily
- ➔ Disposable gloves will be worn when cleaning blood or body fluids (e.g., runny nose, vomit, stool, urine). Hands will be washed before and after wearing gloves.
- ➔ Paper towels and garbage containers will be provided in all washrooms
- ➔ Re-filling water stations may be used. Students and staff will be encouraged to bring an individual water bottle to school each day for their personal use. Water fountains where a person drinks directly from the spout should be used minimally and only if no other means of water access are available
- ➔ Items and surfaces that children have placed in their mouths or that have been in contact with bodily fluids should be cleaned as soon as possible and between uses by different children
- ➔ Dishwasher safe items will be cleaned and disinfected in a dishwasher with a hot rinse cycle
- ➔ When doing laundry in a school setting, laundry should be placed in a laundry basket with a plastic liner; dirty items should not be shaken; wash will be performed with regular laundry soap and hot water (60-90 degrees Celsius)
- ➔ There is no evidence that the COVID-19 virus is transmitted via textbooks, paper or other paper-based products. Laminated or glossy paper-based products and items with plastic covers can be contaminated if handled by a person with COVID-19; however, the risk is low. There is no need for these items to be cleaned and disinfected or quarantined for any period of time.

Administrative Measures

Administrative measures are measures enabled through the implementation of policies, procedures, training and education that reduce the risk of exposure. These include:

- » Working or learning in defined groups (cohorts)
- » Physical distancing
- » Modified schedules
- » Health and wellness procedures including transportation; food services; staff visitor access; training & communication; hand hygiene and respiratory etiquette

General Administrative Measures

- ➔ Close greetings will be avoided
- ➔ Students and employees will be encouraged and reminded not to touch their face
- ➔ Pickup and drop off times will be staggered where necessary
- ➔ Recess, lunch and class transition times will be staggered where necessary
- ➔ Students will be directed to enter/exit school buildings at specific locations
- ➔ Students will be taken outside for instruction more frequently
- ➔ Flow of people in common areas will be managed
- ➔ Appropriate hand hygiene practices will be enforced before and after outdoor play and playground use
- ➔ Assemblies and other school wide events will be held virtually
- ➔ Inter-school events (including competitions, tournaments, and festivals) will not occur at this time
- ➔ Meetings involving multiple adults will be occur virtually wherever possible
- ➔ If face to face meetings are held, masks will be worn and physical distancing will occur

Staff Spaces

- ➔ Staff only spaces will use visual cues and signage to promote physical distancing and traffic flow in common spaces.
- ➔ We have established and posted an occupancy limit for various spaces where appropriate.
- ➔ In order to reduce the number of people at the worksite, we have considered work-from-home arrangements, virtual meetings, rescheduling work tasks, and limiting the number of visitors in the workplace.
- ➔ All staff will practice physical distancing from each other at all times. We have implemented measures to keep workers and others at least 2 metres apart, wherever possible.
- ➔ Meetings will be held virtually whenever possible.
- ➔ Schools will have non-medical masks and face shields available for staff and visitors.

Cohorts & Physical Distancing

- ➔ We will implement cohorts in all of our schools. A cohort is a group of students and staff who remain together throughout the quarter, semester or school term
- ➔ The use of cohorts in schools allows for a significant reduction in the number of individual interactions, while allowing most students to receive in person learning in a close to normal school environment. Interactions within the cohort will vary, with classes continuing as the primary form of grouping where students will spend the majority of their time.

In elementary schools, a cohort will be composed of up to 60 people per quarter, semester or term.

In secondary schools, a cohort will be composed of up to 120 people per quarter, semester or term.

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- ➔ Within cohorts, physical distancing should include avoiding physical contact, minimizing close, prolonged, face to face interactions and spreading out as much as possible within the space available.
- ➔ Outside of cohorts, physical distancing should include all the protocols above as well as ensuring there is 2 metres of space available between people.
- ➔ Multiple groups of students from different cohorts can be in the same learning space at the same time if physical distancing can be strictly practiced between people from different cohorts and there is adequate space available to prevent crowding of those from within the same cohort.
- ➔ Where members of different cohorts interact, if people will be in the same space for more than 15 minutes, the space should be sufficiently large, and/or should have limits on the number of people so that 2 meters of space is available between people from different cohorts. If people will be in the same space for transition purposes, there should be enough space to ensure no physical contact occurs.
- ➔ Masks are not a replacement for physical distancing. Efforts will continue to focus on using all available space and preventing crowding or close gatherings.
- ➔ Cohorts composition can be changed at the start of a new quarter, semester or term in the school year. Outside of these, composition should be changed as minimally as possible, except where needed to support optimal school functioning.
- ➔ Schools will keep up to date lists of all members of a cohort and their contact information to share with public health should contact tracing need to occur.
- ➔ Individuals outside of a cohort must practice physical distance.
- ➔ We will minimize the number of adults (staff and others) who interact with cohorts.
- ➔ Staff not assigned to a single cohort should practice physical distancing when interacting with each cohort. If physical distancing cannot consistently be practiced, other measures will be considered.

Student Transportation on Buses

- Students should clean their hands before they leave home to take the bus, when they leave school prior to taking the bus and when they get home
- Bus line up areas will be set up to prevent crowding and allow for physical distancing
- The use of consistent and assigned seating arrangements will be considered
- The order of onload and offload with buses being loaded from back to front and offloaded from front to back will be considered
- Bus drivers are required to wear non-medical masks, except while driving
- If space is available, students will each have their own seat (unless sharing with a member of their household) and sit separated side to side and front to back
- Staff and students in Grades 4-12 are required to wear non-medical masks during school bus travel
- Private vehicle use will be encouraged to decrease transportation density
- We will keep up to date passenger and seating arrangement lists to share with public health should contact tracing need to occur

Food Services

- If food is prepared as part of learning and is consumed by the student(s) that prepared it, no additional measures beyond those articulated in the guidelines and normal food safety measures need to be implemented.
- If food is prepared within or outside a school for consumption by people other than those that prepared it (including for sale), it is expected that the “WorkSafeBC Restaurants, cafes, pubs, and nightclubs: Protocols for returning to operation” are implemented as appropriate.
- A food business COVID-19 Safety Plan is required for food businesses.
- Schools will not allow homemade food items to be made available to other students.
- Schools will continue to emphasize that food and beverages should not be shared.

Visitor Access / Community Use

- ➔ Strategies will be implemented to focus on preventing crowding at pick up and drop off times.
- ➔ Parents, caregivers, volunteers and other non-staff adults entering the school will be prioritized to those entering to support activities that are of benefit to student learning and wellbeing.
- ➔ Parents, caregivers, volunteers and other non-staff adults will require an appointment to enter the premises.
- ➔ All visitors will confirm they have completed the requirements of a daily health check before entering the premises.
- ➔ All visitors will be made aware of the health and safety protocols prior to entering the school.
- ➔ Schools will keep a list of the date, names and contact information for any visitors who enter the school. A checkbox for the visitor to confirm they have completed their daily health check will be included with the sign in.
- ➔ In Stage 2, after hours community use of facilities is allowed in alignment with all other health and safety measures.
- ➔ Building access will be limited to only those areas required for the purpose of the activity.
- ➔ Spaces and equipment used by community members should be cleaned and disinfected prior to students and staff re-entering the space.
- ➔ During Stages 3 & 4, visitor access will be limited during school hours and no non-essential community use of school facilities will occur.

Personal Items

- ➔ Students will be encouraged to only bring items that are necessary to school.
- ➔ Personal items should be labelled with student's name to discourage accidental sharing.
- ➔ Students will be instructed to bring their own food to school and to avoid sharing any food items.
- ➔ Students and employees will be instructed not to share personal items (e.g., phones, writing instruments).

Training and Communication

- ➔ We have identified rules and guidelines for how workers should conduct themselves.
- ➔ We have clearly communicated these rules and guidelines to workers through a combination of training and signage.
- ➔ We will clearly and consistently communicate guidelines from the Provincial Health Officer and resources available for information on COVID-19 as needed.
- ➔ We will provide early and ongoing health and safety orientation for staff, parents/caregivers and students.
- ➔ We will ensure employees, families and the school community are well informed of their responsibilities and resources available.
- ➔ All employees will be informed of and trained on the health and safety protocols of the school district and the school site(s).
- ➔ All employees will attend health and safety updates as they occur.
- ➔ Principals and managers have been trained and will ensure all staff understand health and safety protocols.
- ➔ Joint H&S committees will meet regularly to discuss any concerns and to resolve any issues.
- ➔ The Joint H&S committees will identify situations that may be unhealthy or unsafe and will advise on effective systems for responding to those situations.
- ➔ All employees will be advised of health and safety plans.
- ➔ New staff will be advised of and trained on all health and safety protocols.
- ➔ Principals and managers will seek feedback from the joint H&S committee about the effectiveness of protocols and procedures.
- ➔ Principals and managers will regularly inspect the workplace to ensure adequate safety.
- ➔ Workers will be trained on:
 - » The risk of exposure to COVID-19 and the signs and symptoms of the disease
 - » Safe work procedures or instruction to be followed, including hand washing and cough/sneeze etiquette
 - » How to report an exposure to or symptoms of COVID-19
 - » Changes made to work policies, practices and procedures due to the COVID-19 pandemic
- ➔ Records will be kept of training and reports of exposure.
- ➔ We have a training plan to ensure everyone is trained in workplace policies and procedures.
- ➔ All workers have received the policies for staying home when sick.

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- We have posted signage at the workplace, including occupancy limits and effective hygiene practices.
- We have posted signage at the main entrance indicating who is restricted from entering the premises, including visitors and workers with symptoms.
- We have a plan in place to monitor risks. We will make changes to our policies and procedures as necessary.
- Workers know who to go to with health and safety concerns.
- When resolving safety issues, we will involve joint health and safety committees or worker health and safety representatives.
- We have a training plan for staff taking on new roles or responsibilities.
- We have a training plan around changes to our business, such as new equipment, processes or products.

Hand Hygiene

- We will post the WorkSafeBC and the BC CDC hand washing posters for reference and to promote the importance of regular handwashing.
- We will encourage hand hygiene upon arrival at school.
- We will place hand washing stations in various locations including school entrances, hallways and classrooms to encourage appropriate hand hygiene throughout the day.
- Where sinks are not available, alcohol-based hand sanitizer stations will be available.
- Employees will assist younger students with hand hygiene as needed.
- We will ensure hand washing supplies are well stocked at all times.
- Additional hand hygiene opportunities will be incorporated into the daily schedule.
- Everyone will be reminded to avoid touching their eyes, nose or mouth with unwashed hands.
- Hand hygiene will be practiced before and after handling shared devices.
- We will follow the guidance of the Ministry of Health and the BC CDC document “When students and staff should practice hand hygiene”.

Respiratory Etiquette

- ➔ Employees and students will be directed to cough and sneeze into their elbow, sleeve or a tissue.
- ➔ Tissues will be disposed of immediately and hand hygiene performed.
- ➔ Employees and students will be directed to refrain from touching their eyes, nose or mouth with unwashed hands.

Curriculum Programs and Activities

- ➔ Specific guidelines are available in the Provincial COVID-19 Health & Safety Guidelines for K-12 Settings.
- ➔ All guidelines relating to curriculum programs and activities will be followed.

Personal Measures

Personal measures are actions individuals can take to protect themselves and others. These measures include:

- » Stay home if sick
- » Physical distancing
- » Hand hygiene
- » Respiratory Etiquette

Physical distancing, hand hygiene and respiratory etiquette will be practiced by all adults, staff and students in the manner outlined in the Administrative Measures section of the Safety Plan.

Illness & Attendance

- ➔ Students and employees will stay home when sick. Guidance regarding symptoms of illness include:
 - » Parents and students can use the K-12 Health Check App
 - » Staff and other adults can refer to BC CDC “When to get tested for COVID-19”
 - » Staff, students and parents can also use the BC CDC online Self- Assessment Tool; call 811 or call their health care provider
- ➔ When staff, student or other adult can return to school depends on the type of symptoms experienced and the advice and direction provided by the health authorities.
- ➔ Everyone entering a school facility will be required to do a daily health check. The Ministry of Education’s K-12 Health Check app and the “When to Get Tested for COVID-19” resource can be used to support the daily health check requirements.
- ➔ For employees, an active daily health check must be completed in line with the requirements of the Provincial Health Officer’s Order on Workplace Safety.
- ➔ All students and staff who have symptoms of COVID-19 or travelled outside Canada in the last 14 days or were identified as a close contact of a confirmed case or outbreak must not enter the school and will stay home and self-isolate (including children of essential service workers who are ill).

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- ➔ Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease before sending them to school.
- ➔ Principals will ensure parents and employees are aware of the need to self- assess daily.
- ➔ We will follow the Ministry of Health and BC CDC document “What to do if a student of staff member develops symptoms”
 - » Students and employees who develop symptoms will be provided with a non-medical mask
 - » All schools will have a clearly marked medical isolation room
 - » Cleaning and disinfection of the medical isolation room will occur after each use
 - » Any student, staff, or other person within the school who has cold, influenza or COVID-19 like symptoms will seek assessment by a health care provider
- ➔ The following students, staff or other adult must stay home and self-isolate:
 - » A person confirmed by the health authority as testing positive for COVID-19; or
 - » A person confirmed by the health authority as a close contact of a confirmed case of COVID-19; or
 - » A person who has travelled outside of Canada in the last 14 days.
- ➔ Students or staff may attend school if a member of their household has cold, influenza or COVID-19 like symptoms provided the student/staff is asymptomatic.
- ➔ Students and staff who experience seasonal allergies or other COVID-19 like symptoms that are related to an existing condition can continue to attend school when they are experiencing these symptoms as normal.
- ➔ We will report elevated staff and student absenteeism due to influenza-like illness to public health.
- ➔ We will notify our local medical health officer if staff and/or student absenteeism exceeds 10 percent of regular attendance.

Personal Protective Equipment (PPE) Measures

PPE can reduce the risk of COVID-19 transmission; however, it is not sufficient as a stand-alone preventive measure. Although PPE is low on the hierarchy of infection prevention and exposure control measures, it can provide an additional layer of protection when more effective measures are not feasible.

- ➔ We have reviewed the information on selecting and using masks and instructions on how to use a mask.
- ➔ We understand the limitations of masks to protect the wearer from respiratory droplets. Masks should not be used in place of physical distancing or any other measures.
- ➔ Those wearing masks must still maintain physical distancing whenever possible. There must be no crowding or congregating of people, even if masks are worn.
- ➔ Schools will have non-medical masks available for staff and students, including anyone who becomes sick while at school.
- ➔ No employee or student needs to wear a non-medical mask if they do not tolerate it for medical or behavioural reasons.
- ➔ All staff and all students in Grades 4-12 must wear a mask indoors, both within and

outside of their learning cohort, at school except if:

- » a person cannot tolerate wearing a mask for health or behavioural reasons
- » a person is unable to put on or remove a mask without the assistance of another person
- » the mask is removed temporarily for the purposes of identifying the person wearing it
- » the mask is removed temporarily to engage in an educational activity that cannot be performed while wearing a mask (e.g. playing a wind instrument, engaging in high-intensity physical activity, etc.)
- » a person is eating or drinking
- » a person is behind a barrier; or
- » while providing a service to a person with a disability or diverse ability (including but not limited to a hearing impairment) where visual cues, facial expressions and/or lip reading/movement is important.

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- In staff only spaces, staff are required to wear masks when indoors, and maintain physical distance (2M).
- All staff and all students in Grades 4-12 must wear a mask on school buses.
- All staff and all students in Grades 4-12 must wear a mask when singing.
- Additional guidance for mask use during specific activities in secondary schools is detailed in the Provincial COVID-19 Health & Safety Guidelines for K-12 Settings and will be followed.
- K-3 students are encouraged to wear a mask indoors and on buses but are not required to do so.
- K-3 students' mask use will be based on their personal or family choice and their choices will be respected.
- Managing students with complex behaviours, medical complexities or receiving delegated care may require staff providing health services or other health care providers to be in close physical proximity or in physical contact with a medically complex or immune suppressed student for an extended period of time.
- Those that choose to wear non-medical masks must still seek to maintain physical distance from people outside of their cohort.
- There must be no crowding, gathering or congregating of people from different cohorts, even if non-medical masks are worn.
- All visitors must wear a non-medical mask when they are inside the school. Exceptions will be made for visitors who cannot tolerate masks for health or behavioural reasons.