

Living and Learning School

COVID-19: Health and Safety Policy and Procedures:

This document will be reviewed and updated throughout the school year by the Principal and the Health and Safety Committee in consultation with all other staff and parents. All staff, parents and students will review the policy at the start of every term and whenever relevant updates are made. All staff, parents and students will receive additional training and orientation upon returning to school after any school closures.

Illness:

- Parents and caregivers should assess their children daily for illness before sending them to school.
 - Parents/caregivers can use the new K-12 Health Check app for daily assessment
 - Schools are not required to verify that daily health checks have been completed
- Staff will be responsible for self-assessing every day before coming to school and must complete an active daily health check upon entering the building that will be verified by the Principal.
- The sign in sheet posted on the front door will have a check box that says they have completed their daily health check before entering the building.
- The following students, staff or other adults must stay home and self-isolate:
 - A person confirmed by the health authority as testing positive for COVID-19
 - A person confirmed by the health authority as a close contact of a confirmed case of COVID
 - A person who has travelled outside of Canada in the last 14 days
- A person who been tested for COVID must stay home while they are waiting for the results.
- Any student, staff, or other person within the school who has cold or COVID-19 like symptoms should stay home for 24 hours and continue to monitor symptoms in order to help determine if seeking assessment by a health-care provider is necessary.
- If a student or staff member develops any symptoms at school:
 - They will be directed to immediately wash their hands and put on a mask
 - Arrangements will be made for them to go home as soon as possible and while waiting for parent pick up, students will wait in the “sick room” (library)
 - The areas the student/staff used will be cleaned and disinfected immediately
 - Any students/staff who interacted with the symptomatic individual will be asked to wash their hands
 - They will be encouraged to seek assessment by a health-care provider
 - They may only return to school after COVID-19 has been excluded and symptoms have resolved.
 - The Principal will contact 811 or local public health to notify them of a potential case.
- Staff who are unable to come to work due to symptoms will notify principal so that a substitute

may be found.

- Students and staff who experience seasonal allergies or other COVID-19-like symptoms, which are related to an existing condition can continue to attend school when they are experiencing these symptoms as normal. If they experience any change in symptoms, they should seek assessment by a health-care provider.
- Students or staff may still attend school if a member of their household develops new symptoms of illness, provided the student/staff has no symptoms themselves. If the household member tests positive for COVID, public health will advise the asymptomatic student/staff on self-isolation and when they may return to school.
- When a **COVID-19 test is recommended** by the health assessment:
 - - If the COVID-19 test is **positive**, the person should stay home until they are told by public health to end their self-isolation. (In most cases this is 10 days after the onset of symptoms. Public health will contact everyone with a positive test.)
 - - If the COVID-19 test is **negative**, the person can return to school once symptoms have improved and they feel well enough. 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.
 - - If a COVID-19 **test is recommended but is not done** because the person or parent chooses not to have the test or a health assessment is not sought when recommended, and the person's symptoms are not related to a previously diagnosed health condition, they should stay home from school until 10 days after the onset of symptoms, and then may return if feeling well enough.
- If a **COVID-19 test is not recommended** by the health assessment, the person can return to school when symptoms have improved and they feel well enough. Testing may not be recommended if the assessment determines that the symptoms are due to another cause (i.e. not COVID-19).
- In the event that a student or staff is confirmed to have COVID-19:
 - Public health will contact the school to do an investigation to determine if any staff or students within the school were any potential close contacts.
 - Public health may recommend to students and staff who have interacted with the confirmed case to stay home until public health completes their investigation, while confirmed close contacts will be asked to self isolate and get assessed by a health care provider.
 - Public health will inform the school as to whether or not it is advised to temporarily suspend in-class school. During that course of time, if you or your child develops symptoms then it is recommended to get tested and self isolate for 14 days.
 - The principal will not provide notifications to staff or student families about potential or confirmed COVID cases unless they are directed to do so by the medical health officer.
 - Any individual who is confirmed to have COVID-19 will need to self-isolate for 14 days.
 - In any event of symptoms, illness, or being deemed a close contact, students and staff may only return to school once they have been assessed by a health care provider and can exclude COVID-19 and their symptoms have resolved.

- After any period of school closure, the restart date will be determined by the principal under guidance of Public Health.
- Teachers will provide remote learning during the time in-class lessons are suspended.
- Teachers will also provide home learning activities for any student who is home sick while in-class lessons are still taking place.
- The Principal will inform the Ministry of Education if there is a confirmed case in our school at educ.covid@gov.bc.ca so that our school will be posted on the updated list of schools that have current cases.
- When a staff, student or other adult can return to school depends on the type of symptoms they experienced and if a COVID test was recommended.

Links:

K-12 Health Check App: <https://www.k12dailycheck.gov.bc.ca/>

When to get tested:

http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/When_to_get_tested.pdf

Travel:

- Any person who is returning from outside of Canada must self-isolate for 14 days before returning to school.
- Due to the health risks related to Covid-19 the Living & Learning School strongly encourages families to respect the State of Emergency measures of the Council of the Haida Nation which states:
 - *Residents should carefully assess the need to travel, and consider if areas visited had a high number of cases*
 - *Follow strict physical distancing and good hygiene measures if you must travel off-Island.*
 - *If you have travelled on a flight, check the BC Centre for Disease Control website for possible COVID-19 Public Exposures <bccdc.ca>*
 - Residents who have travelled should avoid public contact for 14- days upon returning to Haida Gwaii, and self-monitor for symptoms for 14 days after travel and limit social interactions if unable to fully self-isolate

Hand Hygiene:

- A hand washing sink and hand sanitizer will be available for use outside the school entrance. All persons will wash their hands before entering the school each time (when they first arrive, at the end of recess and lunch).
- Staff may assist younger students with hand hygiene as needed.
- Field Trip back packs will be stocked with hand sanitizer
- Students will wash their hands using their classroom designated sinks:
 - Dragons: have access to computer room bathroom sink and kitchen sink
 - Eagles: have access to downstairs bathroom sink and laundry room sink
- Posters with pictures and steps for proper hand washing will be posted at all wash stations
- The hand washing schedule will be posted in each classroom outlining the minimum required number of times they must wash their hands (8 total) plus after students use the bathroom or if students have sneezed or coughed into their hands by accident
- Students will wash their hands or use hand sanitizer before and after using shared items

Personal Protective Equipment:

- Staff, volunteers, visitors and students in Gr. 4 and up entering the school (whether they are part of the cohort or not) are required to wear a non-medical mask, a face covering or a face shield (in addition to a mask) except when:
 - A person cannot tolerate wearing a mask for health or behavioural reasons
 - A person is unable to put on or remove a mask without assistance
 - There is a barrier in place
 - Eating and drinking
 - The mask is temporarily removed for the purpose of identifying the person wearing it
 - The mask is removed temporarily to engage in activity that cannot be performed while wearing a mask (ex. playing a wind instrument)
 - Providing services to a person with a disability where facial expression and lip reading is important
 - Outdoors
- Exceptions will be made for any person who cannot tolerate masks (e.g. psychological, health or behavioural reasons). Schools do not require a health-care provider note to determine if a person does not tolerate a mask.
- Students in Gr. K-3 are not required to wear masks, and use should be based on their personal or family/caregiver's choice and choices must be respected.
- Masks will be worn by students while they wait for parent pick up if it is determined that they are ill and need to be sent home
- 2 masks per student and staff will be provided by the school
- Masks are not a replacement for physical distancing.
- Face shields are a form of eye protection for the person wearing it. They may not prevent the spread of droplets from the wearer. Face shields should not be worn in place of masks, except for those communicating using lip-reading, when visual facial cues are essential, or when people may be unable to wear a mask. Clear masks that cover the nose and mouth are another option when visual communication is necessary.

Cleaning and Disinfecting:

- Approved hard-surface disinfectants for use against COVID will be used
- Staff will be responsible for cleaning and disinfecting frequently-touched surfaces (doorknobs, light switches, railings, table surfaces, bathrooms, etc.) once daily right after lunch and a parent volunteer or cleaning staff will do a second general cleaning and disinfecting after school every day.
- Janitorial services will happen twice a week to accomplish more thorough deep cleaning.
- Cleaning supplies will be off limits for students and only teachers may use them during school hours. Each teacher will have their own designated set of cleaning supplies.
- Staff entering the office for use of equipment will sanitize their hands upon entering and after using shared office equipment.
- All school toys, supplies, and equipment will be used following these guidelines:

- Individual supplies that are not shared are safe for students to use at any time
- If any items are to be shared:
 - 1. Disinfect the item between each student use (wash it or quarantine it for 48hrs)
 - OR
 - 2. Students must wash hands before and after using the shared item
- Staff and students can continue to bring personal items to school but they will be encouraged to only bring items that necessary (backpack, water bottle, extra clothes), and sharing personal items will be discouraged. Items brought to and from school should be limited to those that can be easily cleaned. Show and share items will be limited to one day a month only, are not to be shared and will be kept in student back pack for the duration of the day with the exception of sharing time. All other stuffies and toys will remain at home otherwise.
- Some rooms and spaces will have limited use by students in order to reduce the number of people using common items and reduce spaces that need to be frequently cleaned.
 - Spaces with limited student access: laundry/recycling room (student may use sink ONLY), office, and Staff bathroom.
 - Spaces that have maximum limits on people allowed in at any given time: library, mudroom, kitchen, computer room and office.
- If a sick child uses the library as a space to wait for parent pick up the library will be off limits for 48 hrs.
- Dragons will use computer room bathroom only, Eagles will use downstairs bathroom only, Staff will use upstairs hallway bathroom only. This will reduce the number of people sharing bathroom spaces.
- Kitchen appliances will be available for staff use only. Shared appliances used by staff will be disinfected twice daily and staff will be reminded to wash hands before and after using shared items.
- Students will be encouraged to bring water bottles so as to not be using kitchen dishes and may refill water bottles from the kitchen sink only or Britta filtered water pitcher provided in the Eagles classroom.
- Computers and i-pads will be available to students and will be disinfected twice daily and students will be reminded to wash hands before and after using them.
- Teachers only will open and close exterior doors of the school, letting kids in and out one at a time following recommended physical distancing.
- Students will have their own personal student kits at their desks/tables that will include: pencils, erasers, colouring pencils/markers, scissors, glue, etc. This will reduce the need for cleaning shared supplies.
- Ceiling fans and bathroom fans will be turned on regularly to provide improved air flow and ventilation. Windows will be opened when weather/temperature permits us to do so. The Dyson Air purifying heating/fans will run 24hrs in both Dragon and Eagle classrooms.

Physical Distancing:

- Within cohorts, physical distancing should include avoiding physical contact, reducing the number of close, prolonged (<15 minutes), face- to-face interactions, and spreading out as much as possible within the space available.
- When someone outside of our cohort is working with a student with disabilities, they will apply physical distancing wherever possible. But when working with a student indoors or outdoors, where physical distancing cannot be maintained, and the service cannot be provided from behind a barrier, then wearing a mask is sufficient preventative practice.

- When working with students where seeing facial expressions and/or lip movement is important, where a mask is required, options include having the staff member wear a mask with a transparent section to enable visualization of the mouth, or physical distancing (2m) if no mask is in place.
- Exceptions will be made for all persons who cannot wear a mask for health reasons.
- When staff are gathering outdoors for any reason and physical distancing cannot be maintained, then they are required to wear masks.
- Outside of cohorts, practicing physical distancing should include avoiding physical contact and close, prolonged face-to-face interactions, spreading out as much as possible within the space available, and ensuring there is 2 meters of space available between people.
- Spaces where members of different cohorts interact should be sufficiently large, and/or should have limits on the number of people so that 2 meters of space is available between people.
- Within and outside of cohorts, there should be no crowding.
- The *total* number of students, staff and all of their immediate family members combined is less than the recommended Provincial cohort grouping of 60 people, so our entire school will be considered 1 cohort, and all members of our school may participate in learning activities together and are not required to consistently practice physical distancing although it will still be encouraged. Temporary Subs and Teacher Candidates are not part of our cohort. The principal will keep an up-to-date list of all members of our cohort and others who work with our cohort (subs, teacher candidates).
- Any person outside of our cohort must wear a mask AND apply physical distancing (2m) when entering the school and interacting with students/staff. Masks are not a replacement for physical distancing.
- Reminding students when outdoors to minimize physical contact and when indoors to maintain physical distance.
- During DPA, teachers will plan activities that are outside when possible and do not involve prolonged physical contact. Tag and touch football are low risk. If indoors and the activity is stationary, have students spaced 2 meters apart and if the activity involves movement ensure there is ample space to reduce likelihood of physical contact.
- Spreading desk/tables apart in the classroom to allow for maximum distance possible between students. Students will do all of their work and activities at their desk. Students will eat at their desks. There will be a consistent seating arrangement for all students. Seating arrangements where students directly face one another should be avoided where possible.
- Eagles only will use downstairs door for entering and exiting the building and mudroom for storage of their personal belongings. Dragons only will use front door for entering and exiting the building and the computer room for storing their personal belongings.
- Tape/stickers will be marked on the floor to show students where to stand when they are waiting in line by the door (marked inside and outside by both school entrances to reduce crowding).
- Arrows will be marked on the floor in the hallways to show students which direction they may go and to encourage them to maintain physical distance from people in front and behind them
- Parents are encouraged to remain outside for pick up and drop off and give teacher a heads up ahead of time if they plan to stay for class activities so teachers can account for total bodies in the room. Any person who is not a contract employee who enters the building must sign in with date, time and contact information to help with contact tracing if there is ever a need
- Parents/caregivers and other visitors should maintain physical distance and avoid crowding while on school grounds, including outside.

- Whenever possible, teachers will take students outside for learning activities and for snack and lunch.
- During Emergency Evacuation Drills, staff and students will apply physical distancing. In a real emergency situation, our emergency response procedures will temporarily supersede COVID policies with regards to physical distancing.
- Staff and parents should seek to reduce the number of close, face-to-face interactions with each other at all times and apply physical distancing whenever possible, even if wearing a mask. This includes during break times, in staff only spaces and in meetings. And staff will refrain from providing and consuming communal foods.
- Staff, parents and board members will hold meetings virtually whenever possible, and ensure physical distancing (2m) is applied when meeting in person. If physical distancing is not possible when meeting in person, participants should wear masks.
- Floor markings will be used to encourage physical distancing in the office and the capacity of persons in the office will be 4.

Other:

- Hot Lunch and Healthy snack will continue and be prepared primarily by designated parent volunteers and occasional assistance of students, provided they wash hands before coming in contact with food and provided the food being made is designed to be eaten by students within our school.
- Bake sales will not be permitted
- Students are not to share any food brought from home with other students
- Teachers are allowed to drive students in their own cohort for field trips, but Volunteer parents are not permitted to drive children that are not their own. Parents must be able to drive their own child in their own vehicle. For field trips or events that involve special guests, the Teacher/Principal must provide training and updated information regarding school COVID policies and procedures to that special guest prior to the field trip or event taking place. No overnight field trips may occur.
- Staff will wear a mask while singing indoors.

Documents used as references when updating this policy:

- WorkSafe BC guidance for offices
- K-12 Provincial Guidelines as advised by Ministry of Education
- K-12 Public Guidelines as determined by BCCDC
- BCCDC website