

# Living and Learning School

## COVID-19: Health and Safety Policy and Procedures:

The guidelines outlined in this document will be implemented and take effect starting August 31, 2020 and will be applied immediately for the week of teacher prep that will occur before students arrive as well as continue to be applied on and after September 8 when students start school. This document will be reviewed and updated monthly throughout the school year by the Principal and the Health and Safety Committee in consultation with all other staff and parents. All guidelines outlined in the document are relevant and must be complied with during each and all of the 5 Stages where applicable. All staff will be trained before school starts. Students will receive orientation on the first day of school. All staff and students will receive additional training and orientation upon returning to school after any school closures.

### **Illness:**

- Parents will be responsible for surveying their own children daily before school using the provided health checklist to determine if any signs or symptoms of illness are present.
- Staff will be responsible for self-assessing every day before coming to school.
- The guest 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.
- Any student, staff or other person within the school who has symptoms of COVID-19 OR travelled **outside of canada** in the last 14 days OR was identified as a close contact of a confirmed case must stay home and self-isolate, including children of essential service workers.
- **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.**
- Those unsure if they or a student should self-isolate or be tested for COVID-19 should contact 811 or the local public health unit to seek further input. They can also contact the health clinic to be assessed for COVID-19.
- 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.
- If anyone in your family **is sick, you are not required to stay home** but it is encouraged to err on the side of caution and stay home until that person has met with a health care provider and can exclude COVID-19 or their symptoms have resolved

- 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.
- 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.
  - 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.

### **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 not travel off-Island unless essential. For example, "essential" includes medical travel, which is important and encouraged. It also includes urgent family matters and essential work off-Island.
  - 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](http://bccdc.ca)>
  - Residents traveling from any location should self-isolate for 14 days upon return. Support is available through local authorities and EOCs.

### **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 and students will not be required to wear masks, but they are optional
- Gloves and masks will be available for staff to use when assisting students with first aid or any other tasks that may require coming into contact with bodily fluids from a child, or for providing care to a student who is immunocompromised
- Since we are all part of the same cohort, staff do not need to use PPE when working in close physical proximity during regular school activities with students with disabilities, if proper hand hygiene is being maintained
- 2 masks per student and staff will be provided by the school

### **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.
- 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
- Some rooms and spaces will be off limits or 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.
  - Off-limit spaces are: 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 and computer room.
- 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 bring water bottles so as to not be using kitchen dishes
- 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.

### **Physical Distancing:**

- 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, 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 1-2 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 1-2 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
- Any special guest or visitor must apply physical distancing or wear a mask if physical distancing is not possible when entering the school and interacting with students/staff.
- Reminding students when outdoors to minimize physical contact and when indoors to maintain physical distance
- 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.
- 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 on floor and outside under carport).
- 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 paid staff who enters the building must sign in with date, time and contact information to help with contact tracing if there is ever a need
- Whenever possible, teachers will take students outside for learning activities and for snack and lunch.
- During Emergency Evacuation Drills, our emergency response procedures will temporarily supersede COVID policies with regards to physical distancing.

**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
- Staff and Volunteer parents are not permitted to be drivers for field trips, and since we do not have a bus, all field trips must be walking field trips, or all 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.