

SCHOOL DISTRICT 60 PRN COVID-19 SAFETY PLAN

Version 10
Updated March 31, 2021

Acknowledgment:

This document is based on guidance provided by the Provincial Health Officer, BC Communicable Disease Control, The Ministry of Education, WorkSafeBC, and Northern Health Authority.

**** Please be advised that this document is subject to change as we receive new information.**

Table of Contents

BC Ministry of Education K-12 Restart Plan	6
WorkSafeBC	7
Responsibilities for Workplace Health and Safety as per WorkSafeBC	7
Risk Identification and Assessment	7
Understanding COVID-19	8
Signs and Symptoms	8
Transmission Routes	8
Surface Transmission Assessment	9
Physical Distancing Assessment	9
COVID-19 Safety Plan Reviews	10
Infection Prevention and Exposure Control Measures	10
Hierarchy of Controls	11
Control Measures and Protocols in Place to Reduce Risk	12
Supportive School Environments	12
Access to Buildings	12
Gatherings and Events	12
School Gatherings and Events	12
Daily Health Check Requirements and Illness Protocols	13
Symptoms of Illness At School	14
If a student or staff member develops symptoms at school,	14
Staying Home, Self-Isolation and Symptoms	14
Symptoms of Illness and Return to School	15
Protocols for Managing Illness and Confirmed Cases at School	15
Hand Hygiene	15
Respiratory Etiquette	16
Personal Protective Equipment (PPE)	16
K-12 Staff	17
K-12 Students	17
Visitors	18
Exceptions for Staff, Students and Visitors	18
Other PPE	19
Learning Groups (Cohorts) and Physical Distancing	19

Physical Distancing / Interacting with Cohorts	21
Additional Physical Distancing and Minimizing Physical Contact Measures	21
Interacting with Learning Groups	23
Itinerant Staff and Specialists	24
Staff Working with Students with Disabilities/Diverse Abilities	24
Staff Only Spaces	26
Cleaning and Disinfecting Protocols	26
Disinfecting and Sanitizing Products	26
Frequently Touched Surfaces	26
Cleaning and Disinfecting Bodily Fluids	27
Laundry	27
General Ventilation and Air Circulation	28
Transportation Protocol	28
Communication and Training / Orientation	28
Staff Communication and Training / Orientation	28
Staff and Student Awareness	29
Workplace Monitoring	29
Occupational First Aid Attendants	29
Additional Training	29
Emergency Procedures and Evacuation Drills	29
Reporting Occupational Injuries or Illness	30
Staff Reporting COVID19 Related Concerns	30
Promoting a Safe Physical and Emotional Environment	30
Curriculum, Programs and Activities	30
Arts Education	30
Dual Credit	31
Extended Day Classes	31
Field Trips	31
Food / Culinary Program	32
Food Services	32
Fundraisers	33
Textiles Programs	33
Music Programs	33
Physical and Health Education (PHE) / Outdoor Programs	34

High Intensity Activities	35
Low Intensity Physical Activities	35
Playgrounds	35
School Libraries / Learning Commons	35
School Sports	36
High Intensity Activities	36
Low Intensity Physical Activities	37
Stem Programs	37
Science Labs	38
Technology Education	38
(Shop Classes & Trades In Training Programs)	38
Theatre, Film, and Dance Programs	38
Work Experience	39
Extracurricular Activities	40
Visitor Access/3rd Party Use	40
Appendix A: What to Do if a Student or Staff Member Develops Symptoms at Home or at School:	42
Appendix B: Daily Health Assessment	43
Appendix C: When to Perform Hand Hygiene at School	44
Appendix D: Masks	45
Appendix E: Face Shields	45
Appendix F: Prioritizing Health and Safety Flow Chart	46
Appendix G: COVID-19 Symptoms, Testing & Return to School	47

BC Ministry of Education K-12 Restart Plan

The Ministry of Education has a five-stage approach for resuming in-class instruction in a measured way to align with B.C.'s Restart Plan. Each stage will be guided by health and safety guidelines, measures, protocols and orders as well as the principles developed for continuity of learning during the pandemic:

1. Maintain a healthy and safe environment for all students, families and employees.
2. Provide the services needed to support children of our essential workers.
3. Support vulnerable students who may need special assistance.
4. Provide continuity of educational opportunities for all students.

All schools in BC continue to operate in Stage 2 of [BC's K-12 Education Restart Plan](#).

STAGE 1 IN-CLASS	STAGE 2 IN-CLASS	STAGE 3 HYBRID	STAGE 4 HYBRID	STAGE 5 REMOTE
COHORT SIZE <ul style="list-style-type: none"> Elementary: <i>No limit</i> Middle: <i>No limit</i> Secondary: <i>No limit</i> DENSITY TARGETS <ul style="list-style-type: none"> Not applicable <p>In-Class Instruction Full-time all students, all grades</p>	COHORT SIZE <ul style="list-style-type: none"> Elementary: 60 Middle: 60 Secondary: 120 DENSITY TARGETS <ul style="list-style-type: none"> Not applicable <p>In-Class Instruction Full-time instruction for all students for the maximum instructional time possible within cohort limits.</p> <p>Self-directed learning supplements in-class instruction, if required</p>	COHORT SIZE <ul style="list-style-type: none"> Elementary: 30 Middle: 30 Secondary: 60 DENSITY TARGETS <ul style="list-style-type: none"> 50% for all schools <p>In-Class Instruction Full-time instruction for:</p> <ul style="list-style-type: none"> Children of essential service workers Students with disabilities/diverse abilities Students who require additional supports <p>In-class instruction for all other students for the maximum time possible within cohort limits and density targets.</p> <p>Self-directed and remote learning supplements in-class instruction.</p>	COHORT SIZE <ul style="list-style-type: none"> Elementary: 30 Middle: 30 Secondary: 30 DENSITY TARGETS <ul style="list-style-type: none"> 25% for all schools <p>In-Class Instruction Full-time instruction for:</p> <ul style="list-style-type: none"> Children of essential service workers Students with disabilities/diverse abilities Students who require additional supports <p>In-class instruction for all other students for the maximum time possible within cohort limits and density targets.</p> <p>Self-directed and remote learning supplements in-class instruction.</p>	COHORT SIZE <ul style="list-style-type: none"> Elementary: 0 Middle: 0 Secondary: 0 DENSITY TARGETS <ul style="list-style-type: none"> 0% for all schools <p>In-Class Instruction Suspend in-class instruction for all students.</p> <p>Self-directed and remote learning in place of in-class instruction.</p>

School District 60 has implemented safety protocols, measures and procedures in accordance with the principles and guidelines from the following Authorities:

[WorkSafeBC – Education K-12](#)

[Province of British Columbia COVID-19 Health & Safety Guidelines for K-12 Settings](#)

[BCCDC COVID19 Public Health Guidance for K-12 School Settings](#)

[Ministry of Education - K-12 Education Restart Plan](#)

WorkSafeBC

The District has referred to WorkSafeBC's 6-step "Guide to Reducing the Risk of COVID19" as the compliance guide. The 6 steps are as follows:

1. Assess the risk at your workplace
 - a. Risk assessment for COVID19 is provided by public health
 - b. Identifying areas of risk requiring controls by the Administrator/Supervisor in collaboration with the Joint Health & Safety Committee
2. Implement protocols to reduce the risks
3. Develop policies / procedures / protocols
4. Develop communication plans and training
5. Monitor your workplace and update your plans as necessary
6. Assess and address risks in resuming operations

Responsibilities for Workplace Health and Safety as per WorkSafeBC

The roles and responsibilities remain the same as follows:

- Employer / District is responsible to ensure a safe and healthy workplace
- Administrators / Supervisors are responsible for ensuring the health and safety of the workers that report to them. Providing specific instruction and direction to ensure they are aware of all known hazards.
- Employees are responsible for complying with the District Health & Safety Program including all policies, procedures, and protocols.

Employees have the right to:

- Know about the hazards in the workplace.
- Participate in health and safety activities in the workplace.
- Refuse unsafe work

Risk Identification and Assessment

The assessment of risk with respect to COVID-19 is the jurisdiction of public health, specifically for our district this includes the Provincial Health Officer, BC Communicable Disease Control (BCCDC), and Northern Health Authority. The overall assessment of risk remains low for K-12.

Understanding COVID-19

Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases. The SARS-CoV-2 virus is a new strain of virus which first emerged in humans in 2019 and results in COVID-19 disease. COVID-19 has resulted in a Global Pandemic due to its ability to cause mild to severe illness with the potential of death.

Signs and Symptoms

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.

The following is a list of key symptoms, however for a complete and current list of symptoms refer to: www.bccdc.ca

- Fever
- Chills
- Cough or worsening of chronic cough
- Shortness of breath
- Loss of sense of smell or taste
- Diarrhea
- Nausea and vomiting

Transmission Routes

The virus that causes COVID-19 spreads in several ways:

- It can spread in droplets when a person coughs or sneezes.
- It can also spread if you touch a contaminated surface and then touch your face.
- The risk of person-to-person transmission increases the closer you come to other people, the more time you spend near them, and the more people you come near.
- The risk of surface transmission increases when many people contact the same surface and when those contacts happen over short periods of time.

Surface Transmission Assessment

The District has identified general areas in schools where surfaces and other materials are touched often by staff and students, including toys, tech devices and high touch points throughout the building.

The District's Enhanced Cleaning and Disinfecting Checklist identifies these areas and the frequency of cleaning/disinfecting that is required each day. See Cleaning and Disinfecting Protocols below.

Physical Distancing Assessment

The Provincial Health Officer (PHO) recognizes that schools require flexibility when it comes to providing school care and learning opportunities. British Columbia will use the learning groups (cohorts) and physical distancing approach as its strategy to minimize close interactions between staff and students.

Physical distancing is challenging in a K-12 educational setting. At the same time, it is important that we do what we can to try to assist children and staff understand the importance of minimizing the frequency of physical contact with one another.

It has been recognized that maintaining physical distancing when working with students with complex needs can be more challenging, especially with younger students.

The District has also identified general areas where staff and/or students may gather (hallways, gyms, meeting rooms, libraries, washrooms, staff rooms, photocopy rooms, classrooms) and the sites have implemented control measures to minimize access and/or occupancies in these areas.

COVID-19 Safety Plan Reviews

School District 60 has implemented site-based safety plans at each school. All safety plans are in accordance with the principles and guidelines from the following Authorities: WorkSafeBC, Ministry of Education and the Provincial Health Officer.

In collaboration with the site-based Joint Health & Safety Committee, Administrators / Supervisors are required to regularly review their site-based safety plan to ensure all current safety protocols are implemented and identify / correct any gaps in protocols.

BCCDC has developed a [COVID-19 School Health & Safety Checklist](#) that will be used to support the safety plan reviews.

The following key areas will be focused on during reviews:

1. Prevent crowding at all times; pay particular attention at the start and end of day.
2. Avoid close face-to-face contact whenever possible.
3. Assign staff to a specific cohort whenever possible.
4. Stagger recess, lunch and class transition times whenever possible.
5. Ensure that the use of masks does not reduce or replace practicing physical distancing and other prevention measures, for both students and staff.
6. Ensure prevention measures are in place in staff-only areas, including break and meeting rooms.
7. Implement music classes according to the British Columbia Music Educators' Association and the Coalition for Music Education in British Columbia Guidance for Music Classes.
8. Ensure physical activity is delivered in line with the guidance from the Ministry of Education.

The Site-Based Safety Plans will be reviewed, revised and posted on the safety boards at each location by April 15, 2021.

Joint Health & Safety Committees are required to meet monthly to review safety plans and conduct site Inspections.

Site-Based Safety Plans are accessible to all SD60 staff. Safety Plans can be found [here](#).

Infection Prevention and Exposure Control Measures

Infection prevention 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 by public health.

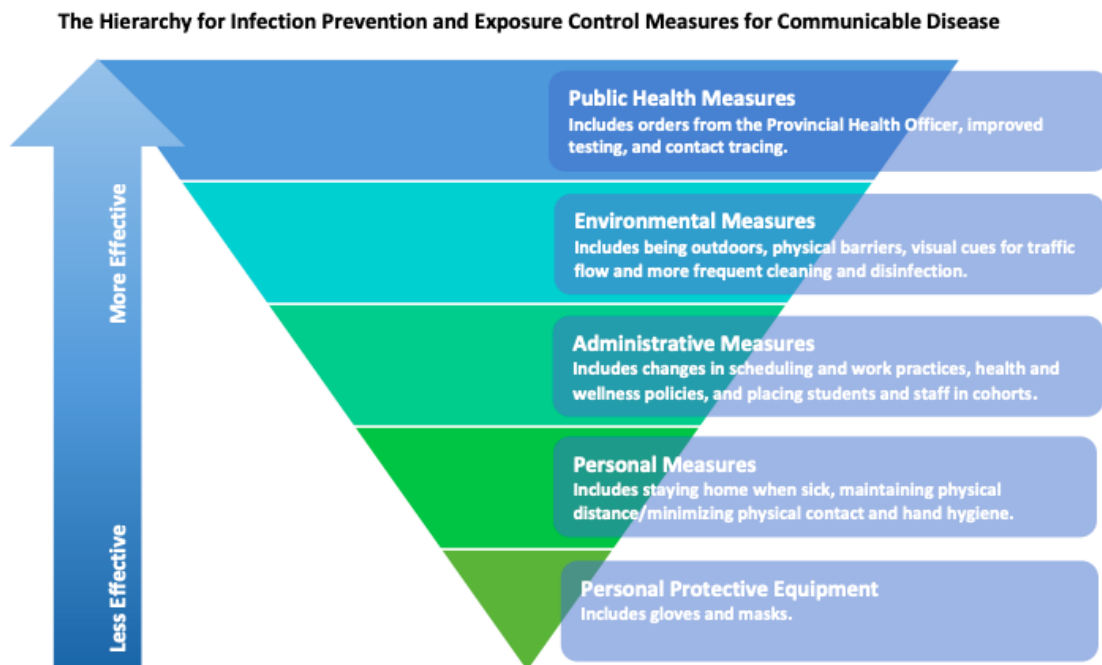
This is because:

- Schools include a consistent grouping of people.
- Schools have robust illness policies for students and staff.
- Schools can implement effective personal practices that can be consistently reinforced and are followed by most people in the setting (e.g. diligent hand hygiene, respiratory etiquette, etc.).
- Schools can implement a variety of health and safety measures (e.g., enhanced cleaning and disinfecting practices, using outdoor space for learning activities, grouping students and staff in learning groups to limit in-person interactions, implementing staggered schedules, etc.)

Hierarchy of Controls

The Hierarchy of Infection Prevention and Exposure Control Measures for Communicable Disease describes measures that should be taken to reduce the transmission of COVID-19 in schools. Control measures at the top are more effective and protective than those at the bottom. With the District implementing various measures and safety protocols for the staff, students and visitors to comply with throughout the schools / buildings, the risk of COVID-19 will be reduced substantially.

Schools are considered controlled environments. This makes them different from public places like retail stores and public transit.



Control Measures and Protocols in Place to Reduce Risk

Supportive School Environments

Schools will support students to practice personal preventive measures by:

- Having staff model these behaviours.
- Sharing reliable information, including from the BC Centre for Disease Control and the Office of the Provincial Health Officer, to parents, families and caregivers.
- Promoting required safety measures in the school through the use of visual aids like floor markings and signage.

Access to Buildings

Schools are to post signs at entrances indicating who is restricted from entering. Access to buildings has been limited to business services, District staff and students.

Parents/Caregivers are asked to contact the school to schedule appointments if necessary. Volunteers / Visitors will be required to review all site-based safety protocols when visiting locations.

Visitors will be required to wear a non-medical mask when visiting all School District 60 Facilities. Exceptions will be made for visitors who cannot tolerate masks for health or behavioural reasons.

Gatherings and Events

The Provincial Health Officer's Order for Gatherings and Events is focused on one-time or recurrent events where people gather and where control measures may be hard to implement. It is updated as needed to reflect the management of COVID-19 in BC. This order does not apply to students, teachers or instructors at a school operating under the School Act [RSBC 1996] Ch. 412 or the Independent School Act [RSBC 1996] Ch. 216 or a First Nations School when engaged in educational activities. Educational activities include extracurricular activities offered by a school, but not social activities or community events held at a school.

School Gatherings and Events

School gatherings should be kept to a minimum and where possible the schools will seek virtual alternatives for larger gatherings and assemblies to continue to support these events in a different format. When it is necessary to gather in larger groups, the following guidance should be followed:

- School gatherings should occur within a learning group.
 - Gatherings should not exceed the maximum learning group size in the setting (which includes students and staff who are part of the learning group), plus the minimum number of additional people required (e.g. additional intended outcome. Additional people should be minimized as much as is practical to do so, and they must maintain physical distance.
 - Adequate space should be made available to prevent crowding of those within the learning group.
- Staff meetings, in-service and professional development activities, and other staff-only gatherings should be held virtually wherever possible.
 - Staff should practice physical distancing (2m) for face-to-face interactions, whenever possible.
 - If barriers between participants are not present, participants are required to wear masks.
 - The number of participants gathered, and the length of the gathering should be minimized as much as possible.
- Examinations or assessments are not considered school gatherings, however they must still be delivered in accordance with the health and safety guidelines outlined in this document and should not include non-student and staff spectators (e.g. performance arts concert or play where families are invited to attend).
- In-person inter-school events (including competitions, tournaments and festivals) should not occur at this time. This will be re-evaluated throughout the school year.
- Gatherings or events at a school that are not educational activities or support services (e.g. meal programs), including social gatherings of students and/or staff, must adhere to the [PHO Order for Gatherings and Events](#).

Daily Health Check Requirements and Illness Protocols

- Staff and visitors are asked to perform the Daily Health Check prior to arriving at school and to sign off following each site's check in procedures. See Appendix B.
- Parents and caregivers are asked to perform the Daily Health Check prior to sending the student to school. Students must stay home if they are sick or symptomatic. The Daily Health Check can be found [here](#). They are encouraged to seek medical advice when presenting signs of illness.
- All staff who have symptoms of illness OR travelled outside Canada in the last 14 days OR are identified as a close contact of a confirmed case or outbreak are directed to stay home. They are encouraged to seek medical advice for further direction.
- Procedures for students and staff who become ill at school are in place. See Appendix A.

- In the event of illness, staff and parents/caregivers (for their child) should seek further medical guidance by completing [the COVID19 self-assessment tool](#), call 8-1-1 or the Northern Health COVID19 Online Clinic & Information Line (not the local health unit) at **1-844-645-7811**. The virtual clinic will assess, arrange for testing if necessary, and report to public health. **Anyone experiencing symptoms of illness should not return to school until they have been assessed by a health-care provider to exclude COVID-19 or other infectious diseases and their symptoms have resolved. A doctor's note is not required for students or staff to return to school.**

Symptoms of Illness At School

If a student or staff member develops symptoms at school,

Schools should:

- Provide the student/staff with a non-medical mask if they don't have one (exceptions should be made for students and staff who cannot wear masks for medical and/or disability-related reasons).
- Provide the student/staff with a space where they can wait comfortably that is separated from others.
- Younger students are to be supervised and cared for, when separated.
- Make arrangements for the student/staff to go home as soon as possible.
- Contact the student's parent/caregiver with a request to have their child picked up as soon as possible.
- Clean and disinfect the areas the student/staff used.
- Encourage the student/staff to seek assessment by a health-care provider.
- Request that the student/staff stay home until COVID-19 has been excluded and symptoms have resolved.

Staying Home, Self-Isolation and Symptoms

Stay Home When Required to Self-Isolate

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; 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.

A person who has been tested for COVID-19 **must stay home** while they are waiting for the test result.

Information on self-isolation for international students, and homestay contingency plans for illness, is available in the [COVID-19 Operational Guidelines for K-12](#).

Additional information on self-isolation requirements and support is available from [BCCDC](#).

Symptoms of Illness and Return to School

Students, 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.

- Parents/caregivers and students can use the [K-12 Health Check app](#).
- Staff and other adults can refer to BCCDC's "[When to get tested for COVID-19](#)".
- Staff, students and parents/caregivers can also use the BCCDC online [Self-Assessment Tool](#), call 8-1-1 or their health care provider.

Students and staff who experience symptoms consistent with a previously diagnosed health condition (e.g. seasonal allergies) can continue to attend school 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.

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-19, public health will advise the asymptomatic student/staff on self-isolation and when they may return to school. Most illness experienced in B.C. is not COVID-19, even if the symptoms are similar.

Protocols for Managing Illness and Confirmed Cases at School

Refer to the [COVID-19 Protocols for School and District Administrators](#) for more information.

Hand Hygiene

The following are in place at all schools:

- Staff, students and all visitors are required to wash their hands immediately upon entering the school.
- Proper hand washing instructions and posters have been provided.
- Where sinks are not available, alcohol-based hand rub containing at least 60% alcohol is provided.

- Hand sanitizing stations are set up at each school's main entrance and in various locations in the school.
- Staff and students are regularly reminded about the importance of diligent hand hygiene.
- Staff will assist younger students with hand hygiene as needed.
- Additional hand hygiene opportunities added to the daily schedule.
- Students may bring their own sanitizer or plain soap if they are on the list authorized by Health Canada or have a medical condition that requires specialized soaps. (See the [List of Hand Sanitizers Authorized by Health Canada](#) for products that have met Health Canada's requirements and are authorized for sale in Canada.)

The following products are currently being used in accordance with Health Canada and WorkSafeBC:

- [Hand Soap \(Dye Free, Fragrance Free \)](#)
- [Alpha Handrub Sanitizer](#)
- [ProClean Hand Sanitizer](#)

Respiratory Etiquette

Staff have been provided the following direction:

- Cough and sneeze into their elbow, sleeve, or a tissue. Throw away used tissues and immediately perform hand hygiene.
- Refrain from touching their eyes, nose, or mouth with unwashed hands
- Refrain from sharing any food, drinks, unwashed utensils, cigarettes, or vaping devices.

Personal Protective Equipment (PPE)

Although personal protective equipment (including masks) is the lowest level 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. Non-medical masks and face coverings (hereafter referred to collectively as "masks") have a role to play in preventing the spread of COVID-19. They provide some protection to the wearer and to those around them.

Those wearing masks must still maintain physical distancing whenever possible.

There must be no crowding or congregating of people, even if masks are worn.

Masks should not be used in place of the other safety measures.

K-12 Staff

All K-12 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) indoors in schools and on school buses - both within and outside of their learning group.

Supporting 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.

- People providing these services in schools must wear a mask (medical or non-medical) when providing services and the service cannot be provided from behind a physical barrier. Additional PPE over and above that needed for routine practices and the use of a medical or non-medical mask is not necessary.
- Those providing health services in schools may be receiving different guidance related to PPE from their regulatory college or employer. Health service providers are encouraged to work with their employer to confirm what PPE is recommended for the services they provide in school settings.
- Parents and caregivers of children who are considered at higher risk of severe illness due to COVID-19 are encouraged to consult with their health care provider to determine their child's level of risk.

K-12 Students

All students in Grades 4 to 12 are required to wear a mask or a face shield (in which case a non-medical mask should be worn in addition to the face shield) indoors in schools and on school buses - both within and outside of their learning group.

Students in Grades K to 3 are encouraged to wear a mask indoors in schools and on school buses, but are not required to do so - mask wearing remains a personal or family/caregiver choice for these students, and their choices must be respected.

Additional guidance for student mask use during specific activities in schools is detailed in the Music Programs, Physical and Health Education (PHE)/Outdoor Programs, School Sports and Theatre, Film and Dance Programs sections of this document.

Staff will utilize positive and inclusive approaches to engage students in the use of masks, and will not employ measures that are punitive or stigmatizing in nature.

The schools will have non-medical masks available for staff and students including anyone who becomes sick while at school.

The use of masks should not reduce or replace other more effective infection prevention and exposure control measures in schools, such as:

- Ensuring students and staff stay home when they are sick or required to self-isolate, including ensuring everyone entering the school performs a daily health check;
- Enhanced cleaning and disinfection;
- Placing students and staff into consistent groupings of people (learning groups);
- Adapting learning environments to maximize the use of space;
- Ensuring physical distance can be maintained between learning groups;
- Frequent hand hygiene

These measures provide multiple layers of protection that reduce the risk of transmission.

Visitors

All visitors must wear a non-medical mask when they are inside the school.

Exceptions for Staff, Students and Visitors

The guidance outlined above regarding mask requirements does not apply to staff, students and visitors in the following circumstances:

- to a person who cannot tolerate wearing a mask for health or behavioural reasons;
- to a person who is unable to put on or remove a mask without the assistance of another person;
- if the mask is removed temporarily for the purposes of identifying the person wearing it;
- if 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.);
- if a person is eating or drinking;
- if 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/movements is important.

Schools must not require a health-care provider note (i.e. doctor's note) to confirm if staff, students or visitors cannot wear a mask.

No student will be prevented from attending or fully participating at school if they do not wear a mask.

Students and staff will be supported to know how to properly put on, wear, take off and store non-medical masks and other face coverings.

Medical-grade masks are not required within school settings for general use.

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 non-medical masks.

Other PPE

- Personal protective equipment (PPE), such as gloves are not needed, beyond those used by staff as part of regular precautions for the hazards normally encountered in their regular course of work.
- Managing students with complex behaviours, on a delegated care plan or experiencing a health emergency may require staff to be in close physical proximity with the student. PPE may be required as specified in the care plan.
- Gloves are not needed, beyond those used by staff as part of regular precautions for the hazards normally encountered in their regular course of work.

Learning Groups (Cohorts) and Physical Distancing

Learning groups (cohorts) are a recommended public health measure to help reduce the risk of transmission of COVID-19. Organizing students and staff into learning groups helps to reduce the number of different interactions and potential exposure to COVID-19 and supports better contact tracing if there is a confirmed case in a school community.

As we continue the school year in Phase 2, each location will operate with a cohort model. The below chart indicates the maximum allowable number of staff and students in each cohort.

Maximum learning group sizes (inclusive of students and staff)				
STAGE 1	STAGE 2	STAGE 3	STAGE 4	STAGES
<ul style="list-style-type: none">• Elementary: no limit• Middle: no limit• Secondary: no limit	<ul style="list-style-type: none">• Elementary: 60• Middle: 60• Secondary: 120	<ul style="list-style-type: none">• Elementary: 30• Middle: 30• Secondary: 60	<ul style="list-style-type: none">• Elementary: 30• Middle: 30• Secondary: 30	<ul style="list-style-type: none">• Elementary: 0• Middle: 0• Secondary: 0

- Each school has developed a learning group plan (cohort).
- The site-based cohort plan has been orientated and trained to all staff members and students.
- The cohorts may change each term.
- In rare circumstances, and upon Ministry approval, school Districts may request a variance from the learning group size guidelines outlined in the Five-Stage Framework for K-12 Education.

- Any learning group exemptions will be stated in the School Site-Based Safety Plan.

Physical Distancing / Interacting with Cohorts

Physical distancing refers to a range of measures aimed at reducing close contact with others. Physical distancing is used as a prevention measure because COVID-19 tends to spread through prolonged, close, face-to-face contact.

- Within learning groups, physical distancing includes avoiding physical contact, minimizing close, prolonged, face-to-face interactions, and spreading out as much as possible within the space available.
 - Young children may not be able to consistently reduce physical contact.
- Outside of learning groups, physical distancing includes 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 from different learning groups.
- For situations where members of different learning groups interact:
 - If people will be in the same space for an extended period of time (>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 learning groups.
 - If people will be in the same space for transition purposes (e.g. changing between classes), and other measures are in place (e.g. markings on the floor, staggered transition times), there should be enough space to ensure no physical contact but 2 meter physical distancing is not required.
- Within and outside of learning groups, there should be no crowding.
- Staff and other adults should seek to reduce the number of close, face-to-face interactions with each other at all times, even while wearing a non-medical mask. This includes during break times and in meetings.

Additional Physical Distancing and Minimizing Physical Contact Measures

The following physical distancing strategies have been provided in the K-12 schools:

- Physical barriers have been installed in various locations in the schools. Such as general offices, canteens and libraries.

- Physical barriers have been provided to staff that are interacting with multiple learning groups.
- Avoiding close greetings (e.g., hugs, handshakes)
- Spreading people out into different areas (different classroom and learning environment configurations to allow distance between students and adults using different desk and table formations)
- Arrange desks/tables so students are not facing each other and using consistent or assigned seating arrangements.
- Store excess equipment where possible (e.g. equipment that might not be of use during the pandemic) in order to open more space in schools.
- Striving to minimize the number of different teacher(s) and educational assistant(s) that interact with cohorts throughout the day
- Staggering pick-up and drop-off times. Implementing strategies that prevent crowding at pick-up and drop-off times.
- Staggering recess/snack, lunch, and class transition times to provide a greater amount of space for everyone
- Taking students outside more often. Playgrounds remain open for use.
- Organizing learning activities outside including snack time, place-based learning, and unstructured time
- Taking activities that involve movement, including those for physical health and education, outside
- Sports have been limited, taking into consideration personal measures
- Encouraging appropriate hand hygiene
- Access to schools has been limited or restricted to pre-scheduled appointments only as required. Volunteers / Visitors will be required to review site-based safety protocols when visiting locations.
- Incorporating more individual activities or activities that have more space between students and staff
- Managing flow of people in common areas, including hallways
- Canceling assemblies and other school-wide events or holding them virtually to avoid a large number of people gathered in one space

- Encouraging private vehicle use where possible to decrease transportation density
- Inter-school events (competitions, tournaments and festivals) are not to occur at this time. This will be re-evaluated in the future.
- Extracurricular activities in middle school and secondary schools including sports, arts like band and choir can happen if physical distance can be maintained between members of different cohorts and reduced physical contact within the same cohort.
- Limit use of shared items.

Interacting with Learning Groups

Schools should minimize the number of adults (staff and others) who interact with learning groups they are not a part of as much as possible while continuing to support learning and a positive, healthy and safe environment.

Staff outside of a learning group must practice physical distancing (2m) when interacting with the learning group.

Unless staff members belong to the same learning group, they should maintain physical distance (2m) from one another at all times. Masks are not a replacement for physical distancing between staff from different learning groups.

There are different considerations for elementary and middle/secondary students when socializing outside of their learning group. Schools should make sure these are clearly communicated and explained to students.

Elementary students

- When interacting with peers outside of their learning group, students should:
 - minimize physical contact when outdoors;
 - maintain physical distance (2m) when indoors. If a student is unable to physically distance, the student should socialize within their learning group or where they can be supported to physically distance.

Middle/Secondary students

- When interacting with students and staff outside of their learning group, students should maintain physical distance (2m).
- Middle and secondary school students capable of consistently maintaining physical distance, when it is required, should be expected to do so. If a student is unable to physically distance, the student should socialize within their learning group or where they can be supported to physically distance.

Multi-Learning Group Instruction

Students from different learning groups can be in the same learning space at the same time if physical distancing can be maintained (as per the requirements outlined above), and there is adequate space available to prevent crowding of those from within the same learning group.

Masks are not a replacement for physical distancing between students from different learning groups in the same learning space.

Multi-Learning Group Services

Students from different learning groups may be required to be together to receive beneficial social supports, programs or services (e.g. meal programs, after school clubs, etc.).

Within these supports or services, it is expected that learning groups are maintained, and physical distancing is practiced between learning groups, as much as is practical to do so while still ensuring the support, program or service continues.

Itinerant Staff and Specialists

Schools should minimize the number of staff who interact with learning groups they are not a part of as much as possible while continuing to support learning and a positive, healthy and safe environment.

Staff not assigned to a learning group must practice physical distancing when interacting with the learning group.

In situations where staff outside a learning group cannot practice physical distancing, other measures must be explored, such as reconfiguring rooms, securing an alternate space to allow for physical distancing, installing a physical barrier made of transparent materials, or providing virtual services where possible.

If none of the strategies outlined above are viable options, staff should practice physical distancing as much as possible while providing services.

In addition, all K-12 staff 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) in schools.

Staff Working with Students with Disabilities/Diverse Abilities

Physical contact may be required supporting students with disabilities/diverse abilities may require staff providing support services to be in close physical proximity or in physical contact with a student.

When staff are working with a student indoors, and the service cannot be provided from behind a barrier, staff 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). Additional personal protective equipment is not required beyond that used as part of the personal care routine normally encountered in their regular course of work (e.g., gloves for toileting).

When working with students where seeing facial expressions and/or lip movement is important, and the service cannot be provided from behind a barrier, options include having the staff member wear a mask with a transparent section to enable visualization of the mouth.

- Students in Grades 4 to 12 are also required to wear a non-medical mask or face covering when receiving services indoors and a barrier is not present.
- For students in Grades K to 3, the student or parent/caregiver should determine whether or not the student should also be wearing any PPE when receiving services in close physical proximity.

In addition to a non-medical mask, those providing health or education services that require being in close proximity to a student should follow their standard risk assessment methods to determine if additional PPE is required, in accordance with routine practices.

Schools will have non-medical masks and face shields available for staff.

For more information, including exceptions to mask requirements for staff and students, see the Personal Protective Equipment (PPE) section.

Staff Only Spaces

The District will follow the guidance from WorkSafeBC on Offices: Protocols for returning to operation for office settings occupied by adults only (e.g. Administration Office).

The District will ensure that physical distancing is practiced within staff only spaces, including during break times, in addition to mask use.

To support this, the District has implemented the following strategies:

- Floor markings and signage to direct traffic flow and prevent crowding (e.g. in the break room, by the photocopier, etc.).
- Hold meetings virtually whenever possible.
- Ensure staff practice physical distancing (2m) during face-to-face meetings. Staff are required to wear masks when indoors.

Cleaning and Disinfecting Protocols

Enhanced, regular cleaning and disinfection is in place to prevent the transmission of COVID-19 from contaminated objects and surfaces. Schools are being cleaned and disinfected in accordance with the [BCCDC's Cleaning and Disinfectants for Public Settings document](#).

The District's Enhanced Cleaning Protocols for Custodians can be found [here](#). A poster for visual reference can be found [here](#).

Disinfecting and Sanitizing Products

The following links provide safety data information for the cleaning and disinfecting products that are currently being used by the Custodial Department in accordance with Health Canada and WorkSafeBC.

- [Vanguard Disinfectant](#)
- [EP50 Multi Purpose Cleaner](#)

Frequently Touched Surfaces

Frequently touched surfaces include:

- Items used by multiple students and staff, including door knobs, light switches, hand railings, water fountains, faucet handles, toilet handles, tables, desks, chairs, manipulatives, and toys.
 - Students and staff are encouraged to bring an individual, filled water-bottle or other beverage container to school each day for their personal use to support hydration needs.
 - Refilling water stations will be used to refill personal containers.
 - Water fountains where a person drinks directly from the spout will be used minimally, and only if no other means of water access are available. Hand hygiene will be practiced before and after use.
 - Access to water and to washrooms will not be restricted.
- 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 (staff and students can share the use of appliances and other objects, but treat items like microwaves, refrigerators, coffee pots, photocopiers or laminators as frequently touched surfaces)
- Service counters (e.g., office service window, library circulation desk)

Frequently-touched items that are not easily cleaned are to be limited to those that support learning, health and development.

- Some frequently touched items like toys or manipulatives may not be able to be cleaned often (e.g. fabrics) or at all (e.g. sand, foam, playdough, etc.). These items can continue to be used, if hand hygiene is practiced before and after use.

Cleaning and Disinfecting Bodily Fluids

When cleaning and disinfecting bodily fluids (e.g., runny nose, vomit, stool, urine), the procedures to follow are:

- Wear disposable gloves when cleaning blood or body fluids.
- Wash hands before wearing and after removing gloves.
- Follow regular health and safety procedures and regularly use PPE(e.g., gloves, Kevlar sleeves)for blood and bodily fluids (e.g.toileting, spitting, biting).

Laundry

These procedures will be followed when doing laundry (Home Economics,Physical and Health Education, Life Skills Programs,etc.):

- Laundry should be placed in a laundry basket with a plastic liner.
- Do not shake dirty items
- Wearing gloves is optional. If choosing to wear gloves, ensure hand hygiene is performed before and after use. No other PPE is required.
- Clean hands with soap and water immediately after removing gloves.
 - Wash with regular laundry soap and hot water (60-90°C).

General Ventilation and Air Circulation

At this time, there is no evidence that a building's ventilation system, in good operating condition, is contributing to the spread of the virus. However, with outdoors being associated with lower transmission than indoors, logically bringing in more outdoor air, where practical, is encouraged.

School District 60 will ensure that the heating, ventilation and air conditioning (HVAC) systems are operated and maintained as per standards and specifications required.

Provisions have been made should a school/worksite's ventilation system be temporarily compromised at any time.

In order to enhance the ventilation in classrooms, schools, and other office/work areas, classroom, other school-based staff, and other district staff can augment ventilation in the following ways:

- Move activities outdoors when possible (for example, lunch, classes, physical activity, classes) when appropriate and time, space, and weather permits.
- Open exterior windows to allow in outside air where possible and if weather permits.
- Ensure air vents are unimpeded (i.e. clear unimpeded of any clutter, do not block, cover, or blank off vents in classrooms.).

Transportation Protocol

The Transportation Guidelines and Safe Work Procedures can be found [here](#).

Communication and Training / Orientation

Staff Communication and Training / Orientation

Administrators are to communicate the information provided in this COVID19 Safety Plan, the District Safety Protocols, and your Site-Based Safety Plan with all staff on an ongoing basis.

NOTE: If there are site specific tasks or processes that are identified as a possible risk to staff that has not been identified in the District Guidelines or District Safety Plan, Administrators will be required to conduct an investigation / risk assessment (with their JHSC) of those tasks or processes to determine if additional controls or measures need to be implemented.

Staff and Student Awareness

Staff and students are to follow all the current health and safety guidelines.

To promote awareness and as a reminder:

- proper hand washing signs have been provided to be posted in washrooms and near hand washing sinks.
- Masking requirements have been posted.
- Respiratory Etiquette and Physical Distancing posters have been provided to be posted throughout the buildings.
- Floor markings have been installed throughout the buildings to promote awareness and educate staff and students on the importance of maintaining distance as much as possible.
- Education and training will be reviewed on an ongoing basis.

Workplace Monitoring

The District will continue to update schools with any new information for K-12 Schools provided by the Ministry of Education, BCCDC, Provincial Health Officer, WorksafeBC and/or the Local Health Authority.

As the situation evolves, all safety measures, procedures and protocols will be monitored and reviewed to ensure continued effectiveness. Administrators / Supervisors and Joint Health & Safety Committees will continue to frequently meet to identify and address any health and safety concerns.

Occupational First Aid Attendants

All Occupational First Aid Attendants have been given the Safe Work Procedures during the COVID19 pandemic in accordance with [WorkSafeBC guidelines](#). These procedures can be found [here](#).

Additional Training

Administrators will be responsible for ensuring TOCs, new hires, casual employees, staff returning from an extended absence and District staff from other locations have been orientated in the District safety protocols and site-based safety plans. They also need to be aware of the content in this COVID19 Safety Plan.

Emergency Procedures and Evacuation Drills

The District emergency procedures remain unchanged at this time. Procedures can be found [here](#).

Evacuation drills will continue to be practiced as required by the BC Fire Code.

During drills and In the event of an emergency evacuation, the current health and safety guidelines will be adhered to.

Reporting Occupational Injuries or Illness

The incident reporting process for all occupational injuries or illnesses remains unchanged. The reporting process flowchart can be found [here](#) and posted on the safety board in all locations.

Staff Reporting COVID19 Related Concerns

Should a staff member have any health and safety concerns, they are to report to their Administrator / Supervisor or the site-based Joint Health & Safety Committee. The safety committee contact information for each location is posted on the safety board in the staff room.

Promoting a Safe Physical and Emotional Environment

The District has provided staff, students and families with resources and tools to promote emotional health and wellness during this time. Visit the District website for more information.

Staff are encouraged to practice the 3 R's: Reassurance, Routines, and Regulation.

Curriculum, Programs and Activities

All curriculum, programs and activities will operate in alignment with provincial K-12 health and safety guidelines. Including all school-led activities held off site.

- Shared equipment in any program will be cleaned and disinfected as per Cleaning and Disinfecting guidelines.
- Students will be encouraged to practice proper hand hygiene before and after each program.
- Physical distancing will be maintained where required.
- Personal spaces and equipment will be set up for students, as best as possible.
- In-person inter-school events including competitions, tournaments and festivals, are not permitted at this time. This will be re-evaluated throughout the school year.

Arts Education

- Practice diligent hand hygiene:
 - Students and staff should wash their hands:
 - at the beginning and at the end of the class;
 - before and after handling shared equipment; and
 - whenever hands are visibly dirty.
- Have personal spaces and equipment set up for students, as best as possible.
 - Avoid sharing equipment by numbering and assigning each student their own supplies, if possible.
 - Clean and disinfect shared equipment as per guidelines in the Cleaning and Disinfecting section.
 - When entering classroom spaces, encourage students to use designated areas for leaving personal items, such as in designated desk areas or a marked side of the room. If possible.
- Demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.
 - If needed, break class into smaller groups to allow appropriate spacing.

Dual Credit

Students may earn “dual credit” towards graduation by enrolling in and successfully completing courses at specific post-secondary institutions.

- For students taking dual credit courses taken in secondary schools, the health and safety guidelines outlined in this document apply.
- For students taking dual credit courses in post-secondary institutions, schools must ensure students are aware of and adhere to the health and safety guidelines set out by post-secondary institutions. Information on health and safety guidelines for

post-secondary institutions can be found on the [B.C. Government website](#) and in individual institutions.

Extended Day Classes

- Extended day classes should occur when:
 - minimized physical contact is practiced by those within the same learning group.

Field Trips

When planning field trips, staff should follow existing policies and procedures as well as the COVID-19 health and safety guidelines. Additional measures specific to field trips should be taken, including:

- Field trip locations must provide supervisors with their COVID-19 safety plan and ensure it does not conflict with the school's plan. The field trip supervisor should then share the plan with parents and school administration.
- For transportation, see the transportation protocols section in this document.
- Use of parent volunteers for driving groups of students is not permitted during stages 2 to 4.
- Schools must ensure that volunteers providing supervision are trained in and strictly adhere to physical distancing and other health and safety guidelines, including wearing masks.
- Alignment with PHO guidance and Orders.
- Field trips to outdoor locations are preferable.
- Conduct a risk assessment considering the field trip location.
- If using public transportation for field trips (e.g. public buses), schools should adhere to local transit authorities guidance (e.g., mandatory mask use for [Translink](#) and [BC Transit](#), as well as practicing hand hygiene before and after use).
- No overnight or international field trips at this time.

Food / Culinary Program

Schools can continue to include food preparation as part of learning programs for students. The following guidelines should be applied:

Food Safety

- In the case of food and culinary programs, where food is prepared as part of learning and is consumed by the students who prepared it, the following health and safety measures should apply:
 - Continue to follow normal food safety measures and requirements
 - Implement the cleaning and disinfecting measures outlined in the Cleaning and Disinfecting
- [FOODSAFE](#) Level 1 covers important food safety and worker safety information including foodborne illness, receiving and storing food, preparing food, serving food, and cleaning and sanitizing. It is a helpful resource for those seeking education and training on food safety practices

Hand Hygiene and Cleaning Protocols

- Practice diligent hand hygiene. Students and staff should wash their hands:
 - at the beginning and at the end of the class
 - before and after handling food
 - before and after eating and drinking
 - whenever hands are visibly dirty
- Refer to the Cleaning and Disinfecting section for cleaning/disinfecting protocols.
- For laundry, follow the instructions provided in the Cleaning and Disinfecting section.

Learning Groups

- As students tend to prepare food together in culinary programs, use of learning groups is encouraged.

Food Services

Schools can continue to provide food services:

- Schools can continue to run culinary classes for students following normal food safety guidelines.
- Individual food and beverages are not to be shared.
- Homemade food items brought in are prohibited.
- Canteens are to follow the [WorkSafeBC Restaurants, cafes, pubs, and nightclubs: Protocols](#) for returning to operation when preparing and serving foods.
- Normal Food Safety still applies.
- Six patrons at a table does not apply to the school environment.
- A food business COVID-19 Safety Plan is required for food businesses providing food to schools.
- Schools can continue to accept food donations to support learning and the delivery of meal programs, breakfast clubs and other food access initiatives.

Refer to the Supplementary Guidance for School Meal Programs in the [BCCDC Public Health Guidance for K-12 School Settings](#) for guidance on the delivery of school programs, breakfast clubs and other food access initiatives that are not regulated under the *Food Premises Regulation*.

Fundraisers

Schools can continue to offer fundraisers that can be implemented in line with the health and safety guidelines. If the fundraisers involve the sale of food items, they should also align with the [Guidelines for Food and Beverage Sales in B.C. Schools](#).

Textiles Programs

- Practice diligent hand hygiene. Students and staff should wash their hands:
 - at the beginning and at the end of the class;
 - before and after handling shared tools or equipment; and

- whenever hands are visibly dirty.
- Have personal spaces and tools set up for students, as best as possible.
 - Avoid sharing hand tools by numbering and assigning each student their own supplies, if possible.
 - Clean and disinfect shared equipment as per guidelines in the Cleaning and Disinfecting section.
 - When entering classroom spaces, encourage students to use designated areas for leaving personal items, such as in designated desk areas or a marked side of the room.
- Safety demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.
 - If needed, break class into smaller groups to allow appropriate spacing.
- For laundry, follow the instructions provided in the Cleaning and Disinfecting section.

Music Programs

- All classes, programs and activities (e.g. Band, Choir) can continue to occur where:
 - K-12 staff and Grade 4 to 12 students must wear masks when indoors. Masks can be temporarily removed while engaging in an educational activity that cannot be performed while wearing a mask (e.g. playing a wind instrument), but must be worn while singing.
 - Under Stage 2:
 - physical contact is minimized for those within the same learning group, and students and staff are spaced as far apart as possible;
 - physical distance (2m) can be maintained for K-12 staff and for middle and secondary school students when interacting outside of their learning groups;
 - physical distance (2m) can be maintained for elementary students when interacting outside of their learning groups when indoors; and
- Schools could consider installing a barrier made of transparent material in places where physical distance cannot be regularly maintained (e.g., between an itinerant teacher and a learning group).
- No in-person inter-school competitions/performances/events should occur at this time. Where possible, schools should seek virtual alternatives to continue to support these events in a different format.
- Shared equipment should be cleaned and disinfected as per Cleaning and Disinfecting guidelines and students should be encouraged to practice proper hand hygiene before and after participating in music classes and music equipment use.
- Music education should be delivered in line with the [Guidance for Music Classes in BC During COVID-19](#) developed by the B.C. Music Educators' Association and the Coalition for Music Education in B.C.

Physical and Health Education (PHE) / Outdoor Programs

- Create space between students and staff, and encourage outdoor activities and programs, as much as possible.
- K-12 teachers should plan physical activities that:

- Do not involve prolonged physical contact (i.e. physical contact beyond a brief moment) or crowding. For example, activities such as tag and touch football are low-risk, whereas activities like wrestling or partner dancing should be avoided. Teachers are encouraged to adapt activities wherever possible to reduce physical contact, including within learning groups.
- Support physical distancing (2m) outside of learning groups.
- K-12 staff are required to wear masks during PHE/outdoor program classes when they are indoors, and a barrier is not present.
- Shared equipment can be used, provided it is cleaned and disinfected as per the guidelines in the Cleaning and Disinfecting section.
 - Students should be encouraged to practice proper hand hygiene before and after participating in physical activity and equipment use.
 - Disinfect teaching aids (e.g., clipboards, white boards, pens, plastic bins for transporting materials etc.)
- Refer to Physical and Health Education (PHE) Canada guidelines:
 - Include more individual pursuits than traditional team activities such as dance, alternative environment and land-based activities, exercises without equipment, fitness, mindfulness, gymnastics, and target games.
 - Explore local parks and green spaces to promote outdoor learning and activity.
- For students in Grades K to 3, PHE and outdoor programs can proceed in alignment with the guidance above.
- For students in Grades 4 to 12, PHE and outdoor programs can proceed in alignment with the guidance above and the following additional requirements:

High Intensity Activities

- For high intensity stationary physical activities (e.g. exercise bike, weightlifting), people and equipment need to be spaced 2 metres apart if indoors, including for those within the same learning group. If 2 metre spacing is not available, and the activity cannot be moved outdoors, then the activity must not take place and a different activity should be selected.
 - Masks cannot replace the need for 2 metres between students and/or fitness equipment during high intensity stationary activities indoors.
- For high intensity physical activities that involve movement (e.g. basketball, soccer), indoors or outdoors:
 - Students within the same learning group are not required to maintain physical distancing, but the activity must be delivered in a way that reduces the likelihood of physical contact beyond a brief moment.
 - Students from different learning groups are required to maintain physical distancing (2M).
- Wearing masks during high-intensity physical activity (stationary or with movement, indoor or outdoors) is left to students personal choice.

Low Intensity Physical Activities

- For low intensity activities, (e.g. yoga, walking) Grades 4 to 12 students are required to wear masks when they are indoors and a barrier is not present.

Playgrounds

There is no current evidence of COVID-19 transmission in playground environments. Playgrounds are a safe environment. The following measures should be taken when using playgrounds:

- Ensure appropriate hand hygiene practices before and after outdoor play
- Attempt to minimize direct contact between students
- Sand and water can be used for play if children wash their hands before and after play. COVID-19 does not survive well on surfaces, other than hard surfaces. There is no evidence showing that the virus survives on sand, in water or on playdough.
- More information on playgrounds is available on the [BC Centre for Disease Control website](#).

School Libraries / Learning Commons

- School libraries / learning commons facilities should be open and book exchange can continue to occur during stages 1 to 4.
- Students and staff should practice diligent hand hygiene. Students and staff should wash their hands:
 - before and after handling shared equipment/resources;
 - whenever hands are visibly dirty.
- Laminated or glossy paper-based products (e.g. books, magazines, worksheets, etc.) and items with plastic covers (e.g. DVDs) are low risk items. Regular book browsing and circulation processes can occur as normal. There is no need to clean, disinfect or quarantine these items for any period of time.
- For information on cleaning, including technological devices, see the guidelines in the Cleaning and Disinfecting section.
- When visiting the library / learning commons, students and staff should remain in their learning group as much as possible and maintain physical distance from members outside of their learning group.
- Students should bring their personal school supplies for classes held within the space.
- Barriers have been installed at the library check out desk when physical distance cannot be regularly maintained.
- The BC Teacher Librarians Association has developed [Recommendations for Access to Library Learning Commons Resources to Meet COVID-19 Requirements](#).

School Sports

- Programs, activities (e.g. intramurals, sports team practices and games) and sports academies can occur if:
- Activities do not involve prolonged physical contact (i.e. physical contact beyond a brief moment).
 - Schools will adapt activities/sports as needed to reduce physical contact.
- No spectators at this time.
- Masks are worn by K-12 staff and other adults when they are indoors, and a barrier is not present.
- For students in Grades K to 3:
 - Students within the same learning group are not required to maintain physical distancing, but activities must be delivered in a way that reduces the likelihood of physical contact beyond a brief moment.
 - Students from different learning groups are required to maintain physical distancing (2M) when indoors. When outdoors, activities must be delivered in a way that reduces the likelihood of physical contact beyond a brief moment.
- For students in Grades 4 to 12:

High Intensity Activities

- For high intensity stationary physical activities (e.g. exercise bike, weightlifting), people and equipment need to be spaced 2 metres apart if indoors, including for those within the same learning group. If 2 metre spacing is not available, and the activity cannot be moved outdoors, then the activity must not take place and a different activity should be selected.
 - Masks cannot replace the need for 2 metres between students and/or fitness equipment during high intensity stationary activities indoors.
- For high intensity physical activities that involve movement (e.g. basketball, soccer), indoors or outdoors:
 - Students within the same learning group are not required to maintain physical distancing, but the activity must be delivered in a way that reduces the likelihood of physical contact beyond a brief moment.
 - Students from different learning groups are required to maintain physical distancing (2M).
- Wearing masks during high-intensity physical activity (stationary or with movement, indoor or outdoors) is left to students' personal choice.

Low Intensity Physical Activities

- For low intensity activities (e.g. stretching, golf) Grade 4 to 12 students are required to wear masks when they are indoors, and a barrier is not present.

- Shared equipment can be used, provided it is cleaned and disinfected as per the guidelines in the Cleaning and Disinfecting section.
- Students should be encouraged to practice proper hand hygiene before and after participating in sport activities and equipment use.
 - Disinfect teaching aids (e.g., clipboards, white boards, pens, plastic bins for transporting materials etc.)
- Sport activities should be held outside whenever possible.
- No in-person inter-school competitions/events should occur at this time.

Stem Programs

- Practice diligent hand hygiene. Students and staff should wash their hands:
 - before and after handling shared tools or equipment;
 - whenever hands are visibly dirty.
- Have personal spaces and tools set up for students, as best as possible
 - Avoid sharing hand tools by numbering and assigning each student their own supplies, if possible.
 - When entering classroom spaces, encourage students to use designated areas for leaving personal items, such as in designated desk areas or a marked side of the room.
 - Clean and disinfect shared equipment as per guidelines in the Cleaning and Disinfecting section.
- Safety demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.
 - If needed, break class into smaller groups to allow appropriate spacing.

Science Labs

- Practice diligent hand hygiene. Students and staff should wash their hands:
 - before and after handling shared tools or equipment;
 - whenever hands are visibly dirty.
- Have personal spaces and tools set up for students, as best as possible
 - Avoid sharing hand tools by numbering and assigning each student their own supplies, if possible.
 - Clean and disinfect shared equipment as per guidelines in the Cleaning and Disinfecting section.
- Safety demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.
 - If needed, break class into smaller groups to allow appropriate spacing.

Technology Education

(Shop Classes & Trades In Training Programs)

- Practice diligent hand hygiene. Students and staff should wash their hands:

- before and after handling shared tools or equipment;
- whenever hands are visibly dirty.
- Have personal spaces and tools set up for students, as best as possible
 - Avoid sharing hand tools by numbering and assigning each student their own supplies, if possible.
 - Clean and disinfect shared equipment as per guidelines in the Cleaning and Disinfecting section.
 - When entering classroom spaces, encourage students to use designated areas for leaving personal items, such as in designated desk areas or a marked side of the room.
- Safety demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.
 - If needed, break class into smaller groups to allow appropriate spacing.
- Given the unique structure of Trades Training Programs and oversight by the Industry Training Authority (ITA), new information on assessments and programming for these courses is available online.
 - Information for workers is available on the WorkSafeBC COVID-19 web page, including:
 - [What workers should do](#)
 - [Staying safe at work](#)
 - [Information specific to various industries](#)

Theatre, Film, and Dance Programs

- No in-person inter-school festivals/events should occur. This will be re-evaluated throughout the school year. Where possible, schools should seek virtual alternatives to continue to support these events in a different format.
- Dance and drama classes should minimize contact by reorganizing warmups, exercises and performance work into smaller groups allowing for physical distancing to occur as per individual space limitations.
 - This could mean that portions of the class act as an audience and audit work.
 - This could mean that portions of the class work in alternate areas on their own small group or individual exercises.
- Blocking of scenes and dance numbers should be choreographed in ways that limit physical touch and face-to-face interactions, and instead seek creative solutions to dynamic storytelling and expressive movement.
- K-12 staff are required to wear masks during these programs when they are indoors, and a barrier is not present.
- Students in Grades 4 to 12 are required to wear masks during these programs when they are indoors, except during high-intensity physical activity.
- Shared equipment such as set pieces, props, cameras etc. should be cleaned and disinfected as per cleaning and disinfecting guidelines and students should be encouraged to practice proper hand hygiene before and after participating in drama, film or dance classes.

- Costume items should be limited in their shared use at this time. For laundry, follow the instructions provided in the Cleaning and Disinfecting section of these guidelines.
- Where possible, make use of outdoor and site-specific performance spaces that allow for physical distancing for drama, film and dance, especially if working in theatres, green rooms and studios that have no windows.
- Consider alternatives for audience engagement such as online streaming, in class or family-oriented presentations.
- The Association of BC Drama Educators (ABCDE) is currently developing additional guidelines for teaching drama during COVID-19. Staff should refer to the [ABCDE website](#) for more information.

Work Experience

The work environment has changed due to the impacts of COVID-19 and employers will need to follow current guidelines from the [Provincial Health Officer](#) and [WorkSafeBC](#).

Students can still engage in work placements in accordance with the following guidance:

- Schools must ensure students are covered with the required, valid workplace insurance for placements at standard worksites and follow WorkSafeBC guidelines.
 - Information for workers is available on the [WorkSafeBC COVID-19 web page](#), including:
 - [What workers should do](#)
 - [Staying safe at work](#)
 - [Information specific to various industries](#)
- For current and any new placements, standards in the ministry [Work Experience Program Guide](#) must be followed. (*Note: As part of setup and monitoring, worksite visits can now be conducted virtually if needed.*)
- Schools will assess and determine if it is safe for their students to continue with existing work placements or to begin new placements, considering [Provincial Health Officer](#) and [WorkSafeBC](#) guidance regarding COVID-19. To ensure awareness and support for placements under these conditions, it is recommended that schools obtain parent/guardian sign-off for all new and continuing placements during the COVID-19 pandemic.
- Students and support workers who accompany special needs students to work sites, life skills course and locations, etc., will adhere to the health and safety guidelines of the workplace including wearing PPE if required.

Extracurricular Activities

Extracurricular activities and special interest clubs should occur if:

- Under Stages 2 to 4, physical distance can be maintained between members of different learning groups; and
- Under Stage 2, reduced physical contact is practiced by those within the same learning group, and adequate space is provided to avoid crowding.

Non-educational activities such as student dances, performances, and in-person celebrations are considered to be events and must adhere to the requirements of the PHO Gathering and Events Order.

In-person inter-school events including competitions, tournaments and festivals, should not occur at this time. Where possible, schools should seek virtual alternatives to continue to support these events in a different format.

Visitor Access/3rd Party Use

Visitor access during school hours should be prioritized to those supporting activities that benefit student learning and well-being (e.g. teacher candidates, public health nurses, meal program volunteers, etc.).

- Parents/caregivers and other visitors should maintain physical distance and avoid crowding while on school grounds, including outside.
- Schools must ensure that visitors are aware of health and safety protocols and requirements prior to entering the school.
- Schools are responsible for ensuring that all visitors confirm they are not ill and are not required to self-isolate before entering.
- Schools should keep a list of the date, names and contact information for all visitors and staff who are not typically onsite (e.g. TTOCs, itinerant teachers/specialists, maintenance or IT personnel, district/authority administrators) who entered the school over the past 30 days.
- All visitors must wear a non-medical mask when they are inside the school.
- Adult volunteers can continue to support outdoor supervision/monitoring, provided that they follow required health and safety protocols.

After hours 3rd Party use of facilities is allowed in alignment with other health and safety measures:

- Must adhere to the Gatherings and Events Order of the Provincial Health Officer.
- Must complete a 3rd Party use agreement with the District.
- Comply with all current Health and Safety guidelines contained in the District Safety Plan.

Appendix A: What to Do if a Student or Staff Member Develops Symptoms at Home or at School:

<i>If a Student Develops Any Symptoms of Illness</i>	<i>If a Staff Member Develops Any Symptoms of Illness</i>
<p>Parents or caregivers must keep the student at home</p> <p>IF STUDENT DEVELOPS SYMPTOMS AT SCHOOL:</p> <p>Staff must take the following steps:</p> <ol style="list-style-type: none"> 1. Immediately separate the symptomatic student from others in a supervised area. 2. Contact the student's parent or caregiver to pick them up as soon as possible. 3. Where possible, maintain a 2-metre distance from the ill student. If not possible, staff should wear a non-medical mask or face covering if available and tolerated, or use a tissue to cover their nose and mouth. 4. Provide the student with a non-medical mask or tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene. 5. Avoid touching the student's body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene. 6. Once the student is picked up, practice diligent hand hygiene. 7. Staff responsible for facility cleaning must clean and disinfect the space where the student was separated and any areas recently used by them (e.g., classroom, bathroom, common areas). <p>Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.</p>	<p>Staff must stay home</p> <p>IF STAFF DEVELOPS SYMPTOMS AT WORK:</p> <p>Staff should go home as soon as possible.</p> <p>If unable to leave immediately:</p> <ol style="list-style-type: none"> 1. Symptomatic staff should separate themselves into an area away from others. 2. Maintain a distance of 2 metres from others. 3. Use a tissue or mask to cover their nose and mouth while they wait to be picked up. 4. Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g., classroom, bathroom, common areas).

** It is required that staff and students perform a daily health assessment prior to arriving on site. In the event of illness, staff and parents/caregivers (for their child) are recommended to seek further medical guidance by completing [the COVID19 self-assessment tool](#), call 8-1-1 or the Northern Health COVID19 Online Clinic & Information Line (not the local health unit) at **1-844-645-7811**. The virtual clinic will assess, arrange for testing if necessary, and report to public health. **Anyone experiencing symptoms of illness should not return to school until they have been assessed by a health-care provider to exclude COVID-19 or other infectious diseases and their symptoms have resolved. A doctor's note is not required for students or staff to return to school.**

Appendix B: Daily Health Assessment



School District 60 PRN Daily Health Check

Please perform a daily health assessment prior to entering the School / Building * This checklist does NOT need to be submitted. This is a self directed assessment.			
1. Key Symptoms of Illness*	Do you have any of the following new key symptoms?	Circle One	
	Fever	Yes	No
	Chills	Yes	No
	Cough or worsening of chronic cough	Yes	No
	Shortness of breath	Yes	No
	Loss of sense of smell or taste	Yes	No
	Diarrhea	Yes	No
	Nausea and vomiting	Yes	No
2. International Travel	Have you returned from travel outside Canada in the last 14 days?	Yes	No
3. Confirmed Contact	Are you a confirmed contact of a person confirmed to have COVID-19?	Yes	No

If you answered “YES” to one of the questions included under ‘Key Symptoms of Illness’ (excluding fever), you should stay home for 24 hours from when the symptom started. If the symptom improves, you may return to school when you feel well enough. If the symptom persists or worsens, seek a health assessment.

If you answered “YES” to two or more of the questions included under ‘Key Symptoms of Illness’ or you have a fever, seek a health assessment. A health assessment includes calling 8-1-1, or a primary care provider like a physician or nurse practitioner. If a health assessment is required, you should not return to school until COVID-19 has been excluded and your symptoms have improved.

When a **COVID-19 test** is recommended by the health assessment:

- If the COVID-19 test is **positive**, you should stay home until you are told by public health to end 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**, you can return to school once symptoms have improved and you feel well enough. Symptoms of common respiratory illnesses can persist for a week or more. Re-testing is not needed unless you develop a new illness.
- If a COVID-19 **test is recommended but is not done** because you choose not to have the test, or you do not seek a health assessment when recommended, and your symptoms are not related to a previously diagnosed health condition, you should stay home from school until 10 days after the onset of symptoms, and then you may return if you are feeling well enough.

If a COVID-19 test is not recommended by the health assessment, you can return to school when symptoms improve and you 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).

If you answered “YES” to questions 2 or 3, use the **COVID-19 Self-Assessment Tool** to determine if you should seek testing for COVID19.

A health-care provider note (i.e. a doctor’s note) is not required to confirm the health status of any individual.

Appendix C: When to Perform Hand Hygiene at School

When Students Should Perform Hand Hygiene:	When Staff Should Perform Hand Hygiene:
<ul style="list-style-type: none">• When they arrive at school.• Before and after any breaks (e.g., recess, lunch).• Before and after eating and drinking (excluding drinks kept at a student's desk or locker).• Before and after using an indoor learning space used by multiple cohorts (e.g. the gym, music room, science lab, etc.).• After using the toilet.• After sneezing or coughing into hands.• Whenever hands are visibly dirty.	<ul style="list-style-type: none">• When they arrive at school.• Before and after any breaks (e.g. recess, lunch).• Before and after eating and drinking.• Before and after handling food or assisting students with eating.• Before and after giving medication to a student or self.• After using the toilet.• After contact with body fluids (i.e., runny noses, spit, vomit, blood).• After cleaning tasks.• After removing gloves.• After handling garbage.• Whenever hands are visibly dirty.

Appendix D: Masks

To ensure the safe use of a mask, please follow below:

Putting on a Mask

- **Before** putting on a mask, clean hands with soap and water or alcohol-based hand sanitizer.
- Place mask over **nose to below chin**.
- **Ensure** the mask fits snugly on the face. Do Not wear a loose mask.

During Use

- **Avoid** touching the mask or your face under the mask.
- If you need to touch the mask or face, **sanitize hands before and after**.
- **Keep the mask** on until asked to remove it.

Removing the mask

- **Sanitize** hands with soap and water or alcohol-based sanitizer.
- Remove the mask using the elastic loops or ties.
- **Store** reusable masks in sealable plastic bags until able to disinfect.
- **Discard** disposable masks in garbage can immediately after use. Never reuse disposable masks.
- **Sanitize** hands after removing mask.

Appendix E: Face Shields

To ensure the safe use of a face shield, please follow below:

- **Sanitize** hands with an alcohol (60% or more) containing hand sanitizer or wash hands with soap and water.
- **Do not** touch your face.
- Place face shield on your head. Adjust for comfort. Position shield over face.
- **Sanitize** hands after putting on a face shield and after removing.



Face shields should be sanitized before each daily use. Face Shields are not to replace the use of a non-medical mask but to be worn in conjunction with a mask.

Do not share face shields. Store in a safe and clean manner.

Appendix F: Prioritizing Health and Safety Flow Chart

CONSIDERATIONS FOR STAFF (INCLUDING ITINERANT STAFF)

Schools should minimize the number of staff who interact with learning groups they are not a part of as much as possible while continuing to support learning and a positive, healthy and safe environment. The following flow chart outlines the considerations to assign staff to a learning group and the steps to take when a staff cannot be assigned to a learning group (e.g. specialist teacher or EA working with multiple learning groups, TTOC).

Level 1: Can the staff member be assigned to a learning group?

Consider learning group size limits, nature of staff's role and responsibilities, and student needs.

Level 2: If no, can the staff member fulfill their duties while maintaining physical distancing?

Consider reconfiguring rooms or securing an alternate space.

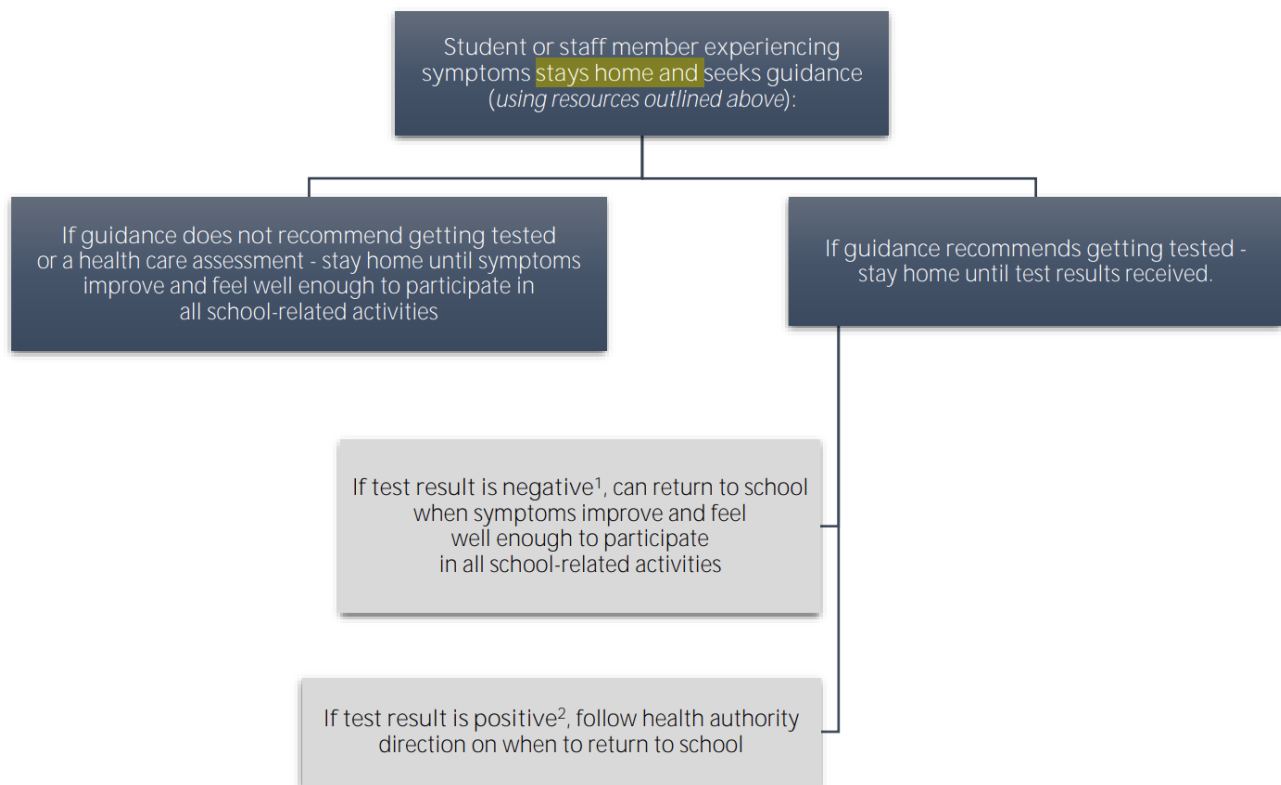
Level 3: If no, can environmental measures be implemented?

Consider installing a physical barrier made of transparent materials, or having the staff member provide remote/virtual services.

Level 4: If none of the measures outlined above can be implemented, the staff member should maintain as much physical distance as possible. Also, see the Personal Protective Equipment section for information on mask requirements for all K-12 staff.

Appendix G: COVID-19 Symptoms, Testing & 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 online [Self-Assessment Tool](#), 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. Public health will contact everyone with a positive test. Visit the [BCCDC website](#) for more information on [positive test results](#).