

**Shuswap Middle School**

**2020/21**

***Site Specific Safety Plan***



# 2020/21 SMS – Site Specific Safety Plan

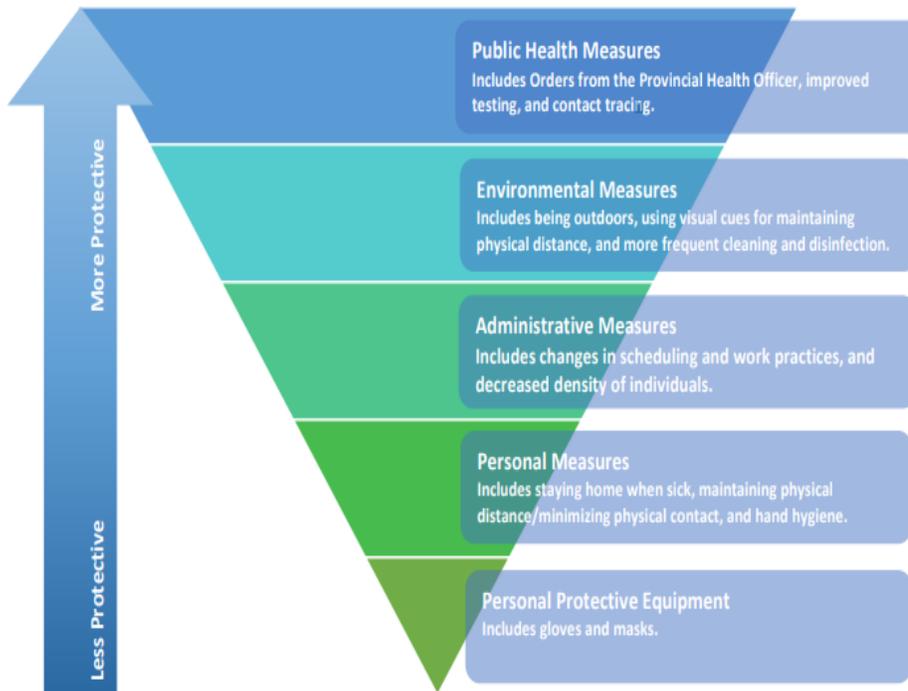
SMS will open in Stage 2 with the goal of maximizing in-class instruction for all students according to the revised public health guidelines to reduce the risk of COVID-19 transmission. Having students in the classroom helps to minimize learning gaps and provide the academic, social and emotional supports essential for learning. (SD83 COVID 19 Return to School Safety Plan)

STAGE 1 IN-CLASS	STAGE 2 IN-CLASS	STAGE 3 HYBRID	STAGE 4 HYBRID	STAGE 5 REMOTE
<p><b>COHORT SIZE</b></p> <ul style="list-style-type: none"> <li>Elementary: No limit</li> <li>Middle: No limit</li> <li>Secondary: No limit</li> </ul> <p><b>DENSITY TARGETS</b></p> <ul style="list-style-type: none"> <li>Not applicable</li> </ul> <p>In-Class Instruction Full-time all students, all grades</p>	<p><b>COHORT SIZE</b></p> <ul style="list-style-type: none"> <li>Elementary: 60</li> <li>Middle: 60</li> <li>Secondary: 120</li> </ul> <p><b>DENSITY TARGETS</b></p> <ul style="list-style-type: none"> <li>Not applicable</li> </ul> <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>	<p><b>COHORT SIZE</b></p> <ul style="list-style-type: none"> <li>Elementary: 30</li> <li>Middle: 30</li> <li>Secondary: 60</li> </ul> <p><b>DENSITY TARGETS</b></p> <ul style="list-style-type: none"> <li>50% for all schools</li> </ul> <p>In-Class Instruction Full-time instruction for:</p> <ul style="list-style-type: none"> <li>Children of essential service workers</li> <li>Students with disabilities/diverse abilities</li> <li>Students who require additional supports</li> </ul> <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>	<p><b>COHORT SIZE</b></p> <ul style="list-style-type: none"> <li>Elementary: 30</li> <li>Middle: 30</li> <li>Secondary: 30</li> </ul> <p><b>DENSITY TARGETS</b></p> <ul style="list-style-type: none"> <li>25% for all schools</li> </ul> <p>In-Class Instruction Full-time instruction for:</p> <ul style="list-style-type: none"> <li>Children of essential service workers</li> <li>Students with disabilities/diverse abilities</li> <li>students who require additional supports</li> </ul> <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>	<p><b>COHORT SIZE</b></p> <ul style="list-style-type: none"> <li>Elementary: 0</li> <li>Middle: 0</li> <li>Secondary: 0</li> </ul> <p><b>DENSITY TARGETS</b></p> <ul style="list-style-type: none"> <li>0% for all schools</li> </ul> <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>

## BC Ministry of Education Priorities:

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

# Control Measures for Communicable Disease



## Responsibilities:

**Employers** are responsible for the health and safety of their workers, and all other workers at their workplace. They are responsible for completing and posting the COVID-19 Safety Plan and to train and educate everyone at the workplace of the contents of that plan. Employers are also responsible for having a system in place to identify the hazards of COVID-19, control the risk, and monitor the effectiveness of the controls.

**Workers** are responsible for taking reasonable care to protect their own health and safety and the health and safety of other people at workplace. In the context of COVID-19, this means workers are responsible for their own personal self-care, which includes frequent hand washing and staying home when sick. Workers are also responsible for reporting unsafe conditions to their employer, and following the procedures put in place by the employer to control the risks associated with COVID-19.

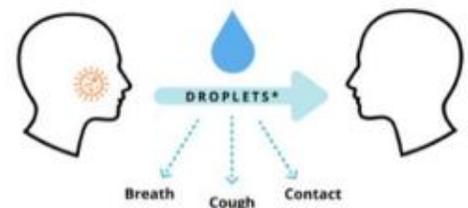
## Protecting Mental Health

Workers in the workplace may also be affected by the anxiety and uncertainty created by the COVID-19 outbreak. It's important to remember that mental health is just as important as physical health, and to take measures to support mental well-being. Here are some resources that can assist with maintaining mental health in the workplace during this time.

- [COVID-19 Psychological First Aid Service: Information and Signup](#) (British Columbia Psychological Association) – Free virtual counselling provided by registered psychologists.
- [COVID-19: Staying Well in Uncertain Times](#) (Canadian Mental Health Association – B.C.) – Tips and information on how to reduce and manage anxiety in the workplace due to the COVID-19 outbreak.
- [Managing COVID-19 Stress, Anxiety and Depression](#) (Ministry of Mental Health and Addictions) - Tips and resources on things we can do as individuals and collectively to deal with stress and support one another during these challenging times.
- [Mental Health and Psychosocial Considerations During COVID-19 Outbreak](#) (World Health Organization) – These mental health considerations were developed by the WHO's Department of Mental Health and Substance Use as messages targeting different groups to support for mental and psychosocial well-being during COVID-19 outbreak.
- [Mental Health and COVID-10](#) (Conference Board of Canada) – Videos on different aspects of mental health, including coping with anxiety, job loss, and dealing with isolation.
- [Taking Care of Your Mental Health](#) (COVID-19) (Public Health Agency of Canada) – Tips and resources for taking care of your mental health during the COVID-19 outbreak.
- [Life Works](#) SD83 EAP. Username: shuswapsd83 Password: healthy
- Talk to your Supervisor, Union Rep or HR Coordinator Health Safety and Wellness for assistance and navigation through these unprecedented times.

## Understanding The Risk Of Covid-19

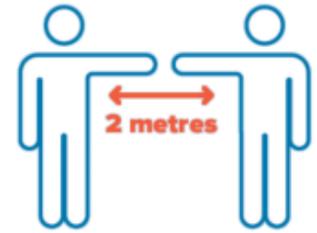
The virus that causes COVID-19 spreads in several ways, including through droplets when a person coughs or sneezes, and from touching a contaminated surface before touching the face. Higher risk situations require adequate protocols to address the risk.



- The risk of person-to-person transmission is increased the closer you come to other people, the amount of time you spend near them, and the number of people you come near. Physical distancing measures help mitigate this risk.
- The risk of surface transmission is increased when many people contact same surface, and when those contacts happen in short intervals of time. Effective cleaning and hygiene practices help mitigate this risk.
- Prevention measures and mitigation strategies involving children must be commensurate with risk. This information is based on the best evidence currently available. It will be updated as new information becomes available. For up-to-date information on COVID-19, visit [the BC Centre for Disease Control \(BCCDC\) website](#).

## Student Safety at SMS

Schools are considered a controlled environment by public health. This is because schools include a consistent grouping of people.



### COHORTS (learning groups)

Reducing the number of in-person, close interactions an individual has in a day with different people helps to prevent the spread of COVID-19. This can be accomplished in our K-12 school settings through two different but complementary approaches: **cohorts** and **physical distancing**.

Cohorts reduce the number of in-person, close interactions a person has in school without requiring physical distancing to consistently be practiced.

- In middle schools, a cohort can be composed of up to 60 people.
- Cohorts can be composed of students and staff.

School administrators should determine the composition of the cohorts. The composition of the cohort should remain consistent for all activities that occur in schools, including but not limited to learning and breaks (lunch, recess, classroom changes, etc.). Within the cohort minimized physical contact should be encouraged, but a two-meter physical distance does not need to be maintained.

Cohort composition can be changed at the start of a new quarter, semester or term in the school year. Outside of these, composition should be changed as minimally as possible, except where required to support optimal school functioning. This may include learning, operational or student health and safety considerations.

School District 83 administrators must keep up-to-date lists of all members of a cohort to share with public health should contact tracing need to occur.

### Classroom Considerations:

Consistent seating arrangements are encouraged within cohorts where practical. This can assist public health should contact tracing need to occur.

Within cohorts, physical distancing is not an expectation for students of School District No. 83 as per Ministry Direction. At the same time, *it is important that we do what we can to try to assist children to understand the importance of minimizing the frequency of physical contact with one another.*

We will minimize the number of adults (staff and others) who interact with cohorts they are not a part of as much as is practical to do so while supporting learning and a positive, healthy and safe environment.

Within a cohort, for classes that are engaged in “platoon teaching”, the adults will move spaces and the students will remain in their own classrooms.

## **Cross-Cohort Scenarios:**

Those outside of a cohort (i.e. prep teachers, remedy teachers, music teachers, TTOCs, casual support staff, etc.) must practice physical distance when interacting with the cohort. For example, a teacher can teach multiple cohorts but should maintain physical distance from students and other staff as much as possible.

Classes from different cohorts can be in the same learning space at the same time if a two-metre distance is able to be maintained between people from different cohorts.

In middle schools, students can socialize with peers in different cohorts if they can maintain physical distance. Students must maintain physical distance when socializing with peers in different cohorts. Middle school students are expected to be capable of consistently maintaining physical distance when it is required. *If a student is unable to physically distance*, the student should socialize within their cohort or where they can be supported to physically distance.

## **Arrival & Access Routines:**

**Students will be asked not to be at the school site before 8:00 am.** Students will not have access to inside the building until 8:25. Parents/guardians will not be permitted inside the building without a scheduled appointment.

The entrances to SMS will remain locked during the instructional day. The front door signage will include the phone number for the SMS main office so that visitors can be greeted and students who need to leave can meet their approved pick-up person at the front door.

Students will apply hand sanitizer prior to entering the building (CEAs can support this process).

Students will apply hand sanitizer or wash their hands;

When they arrive at school

Before and after any breaks (lunch)

Before and after eating and drinking (excluding drinks kept at a student's desk).

Before and after using an indoor learning space (i.e. gym, music room, science lab, etc)

After using the toilet

After sneezing or coughing into hands

Whenever hands are visibly dirty

At staff discretion, students will be directed to properly wash their hands for 20 seconds with soap and warm water.

## **Early Student Departures:**

Students leaving, for any reason, before the end of the instructional day, the parent/guardian will wait outside for their child to be dismissed safely by the school.

## **Late Student Arrival:**

Students who wish to gain access to the building after the day begins will wait outside the front entrance for a health check from a school admin team, as soon as it is possible to do so.

*Child Health Screening* - Parents/caregivers are required to keep symptomatic children home. Children showing symptoms of COVID-19 or with a temperature greater than 38°C must not be allowed at school.

### **Daily Health Checks:**

These checks will be completed at home prior to arrival. Parents will sign a form stating that they intend to complete these checks daily. It will be helpful for students to learn about self-monitoring and knowing the symptoms of Covid-19 so that they can isolate and/or seek health care advice if symptoms develop.

### **Isolation Room for students who become symptomatic during school hours:**

Students who are awaiting authorization to walk home or pick up due to exhibiting symptoms will wait in the designated "isolation" room.

## **When to Stay Home**

Within normal educational settings, children and staff may have influenza or other respiratory viruses with symptoms similar to COVID-19. For this reason, all children and staff who are ill with fever or infectious respiratory symptoms of any kind need to stay home and be assessed by their health care provider and tested for COVID-19.

If you are at all unsure of your status, the [COVID-19 Symptom Self-Assessment Tool](#) is a valuable resource to help assess whether you should be staying home.

When someone is symptomatic, they should [self-isolate](#) and follow directions provided by their health care provider. Self-isolation is also advised for those who are considered a close contact of a confirmed case and are waiting to see if they develop COVID-19 illness.

'Quarantine' is a term typically reserved for persons who return from travel outside the country are at risk of developing COVID-19.

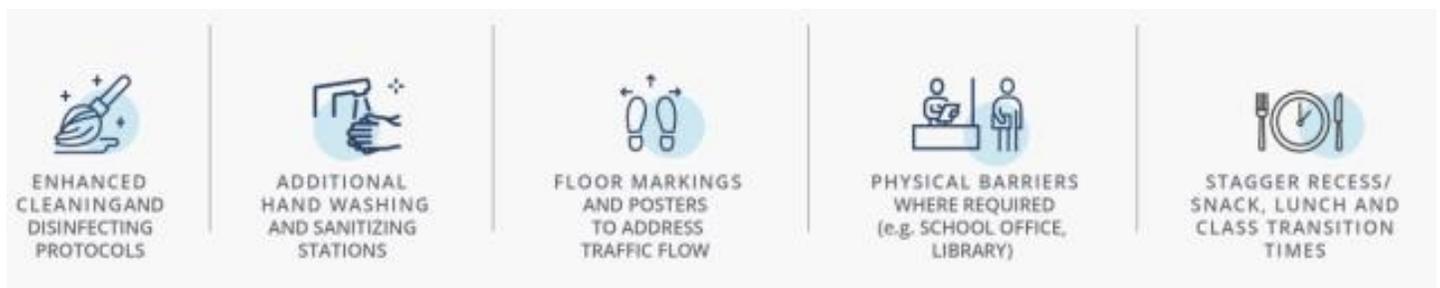
If a person is found to be a confirmed case of COVID-19, public health staff will ensure there is robust contact tracing and management of any clusters or outbreaks. They will also ensure that children, staff, parents and caregivers have access to health care providers and that appropriate supports are in place.

### **If A Staff Member or Student Develops Symptoms at School**

Immediately inform the administration and separate the symptomatic staff or student from others in a supervised area. Use a tissue or mask to cover nose and mouth while moving in building.

- The Isolation Room will be used in these instances for students. Staff will leave the building immediately upon developing symptoms and informing the administration.
- If a student has symptoms, an admin member will contact the student's parent or caregiver to pick them up as soon as possible. An available staff member will wait near (but safely distanced from) the awaiting student and provide some reassuring feedback. We want this experience to be calm and not scary.
- Once the student is picked up, practice diligent hand hygiene and a custodial staff person must clean and disinfect the space where the student was separated and any areas recently used by them (i.e., classroom, bathroom, common areas).
- **Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.**

## Staff Safety Considerations at SMS



- Prior to coming to work, staff will complete a self-check to ensure they are not showing any symptoms of illness. If symptoms are noticed, staff will contact school administration immediately and not come in to work. **NO ONE IS TO COME TO WORK SICK.**
- Staff will enter through the main school doors and sign in, in the sign in book. Signing in and out is a requirement for contact tracing purposes.
- Staff who develop symptoms during the day will be sent home immediately.
- Masks will be required for staff and students in high traffic areas such as buses and in common areas such as hallways, or anytime outside of their learning group whenever physical distancing cannot be maintained.
- Efforts will be put in place to ensure there is not crowding, gathering or congregating of people from different learning groups in a school setting, even if non-medical masks are being worn.
- All staff will maintain 2m distance from other adults and students (unless within their cohort).
- The office will be limited to clerical and admin staff whenever possible.
- Staff mailboxes will be kept clear and an attempt to scan and email all documents out will be made whenever possible. If you have mail, expect it to be delivered to you or an email alerting you to come pick up your mail will be sent.
- Health and safety training and orientation of school district staff, including new employees and staff who work at multiple sites and/or across multiple cohorts in a school (i.e. counsellors, learning assistants, prep teachers, Education Assistants) will take place prior to students returning. These orientations will take place at schools on September 8 and 9.
- Current research reflects outdoor settings being less probable places to transmit the virus; spending more time outside is encouraged.

- Extracurricular activities including sports, arts or special interest clubs can occur if physical distance can be maintained between members of different cohorts and reduced physical contact is practiced by those within the same cohort. Inter-school events including competitions, tournaments and festivals, will not occur at this time. This will be reevaluated in mid-fall 2020. Please consider your own comfort with volunteering to run lunch time clubs.
- Mass Gatherings: [The Provincial Health Officer's Order for Mass Gatherings](#) continues to prohibit gatherings and events of people in excess of 50 people for the purpose of an event. This order does not apply to schools. It is focused on one-time events where people gather and where control measures may be hard to implement.

## Environmental Measures @ our SMS Site

### Cleaning and Disinfection

Regular cleaning and disinfection are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. School District No. 83 and staff all have a joint shared responsibility to ensure our work areas are clean. Schools should be cleaned and disinfected in accordance with the BCCDC's Cleaning and Disinfectants for Public Settings document.

#### This includes:

- \* General cleaning and disinfecting of the premises should occur at least once a day.
- \* Frequently-touched shared surfaces should be cleaned and disinfected at least twice a day. (doorknobs, light switches, toilet handles, tables, desks, chairs, electronic devices, keyboards & toys)
- \* Clean and disinfect any surface that is visibly dirty. (School District No. 83 utilizes Vital Oxide as the sanitizing agent in classrooms)
- \* Remove items that are not easily cleaned if possible (fabric or soft items).
- \* Empty garbage containers daily.
- \* Wear disposable gloves when cleaning blood or body fluids (i.e. runny nose, vomit, stool, urine).
- \* Wash hands before wearing and after removing gloves.
- \* Washrooms should be cleaned at least twice a day, in line with high touch surface area protocols.

**NOTE:** There are no additional cleaning and disinfecting procedures beyond those that are normally implemented and those noted in this document required. This includes when different cohorts use the same space (i.e. a classroom, gym, arts room, home economics or science lab, etc.).

There is no evidence that the COVID-19 virus is transmitted via textbooks, paper or other paper-based products. As such, there is no need to limit the distribution or sharing of books or paper based educational resources to students. School libraries and the District Resource Centre will remain open.

**Borrowed books and resources will be taken out of circulation for a minimum 24 hours return.**

Laminated paper-based products should be cleaned and disinfected daily if they are touched by multiple people.

The Custodial Department shall supply each classroom, photocopy room, lunchroom with a premixed bottle of [Vital Oxide](#) and a green microfiber cloth. **SD 83 asks that all staff take a personal**

**responsibility to keep and maintain your personal work area clean and sanitized.** Please take that extra minute to wipe down the photocopier after you have used it; wipe down your lunch room table after you have finished lunch and after a meeting please wipe down table, keyboard and mouse. We must work together and keep each other safe.

### **Additional Requirements**

Plan to reduce the risk of transmission:

- Providing paper hand towels for hand drying only in staff areas (not tea towels). Students will use hand dryers in the washrooms.
- Water fountains will be closed. Staff and students shall bring water bottles labelled with their name to fill at the filtered water dispenser or taps.

### **Physical Distancing at SMS:**

The following physical distancing strategies should be implemented where possible:

- Avoid close greetings (hugs, handshakes). Regularly remind students about keeping their “hands to yourself”. Encourage students and staff to not touch their faces.
- Take students outside more often.
  - Organize learning activities outside including snack time, place-based learning and *unstructured* time.
  - Take activities that involve movement, including those for physical health and education, outside.
  - Reassure students, parents and caregivers that playgrounds are a safe environment, and encourage appropriate personal hygiene practices before, during, and after outdoor play.
- For middle schools, consider arranging desks/tables so students are not facing each other and using consistent seating arrangements.
- Hallways will have directional arrows to guide safe movement throughout the building.
- Parents and caregivers and other non-staff adults entering the school will enter only with an appointment. Hand hygiene, health check, a mask, and maintaining physical distance will be enforced.
- Discourage any food or drink sharing (“breakfast program” items such as granola bars and juice boxes will be provided in classrooms, rather than the café at this time).

### **School Gatherings**

School gatherings should occur within the cohort.

- Gatherings should not exceed the maximum cohort size in the setting, plus the minimum number of additional people required (i.e. school staff, visitors, etc.) to meet the gathering’s purpose and intended outcome.
- Additional people should be minimized as much as is practical to do so.
- These gatherings should happen minimally.
- Schools should seek virtual alternatives for larger gatherings and assemblies.

## Daily Administrative Measures @ SMS

### Student Washrooms

- 2 students max
- Students will have washrooms designated for their classroom...this will ensure shared use across our building
- Students will be escorted to the washroom with a CEA when required
- Hands must be washed after using the washroom
- **NOTE: PE change rooms will be closed and locked**

### Staff Washrooms

- 1 person max where possible. Available washrooms for staff are located across from the staffroom and upstairs. **Only office and nearby staff will use the medical room washroom**
- Hands must be washed after using the washroom

### Staff Rooms and Shared Spaces

- Limit the amount of staff in shared spaces, including the following maximums: staff room (8), courtyard (30), Science Prep room (5).
- Please be respectful of maintaining 2m distance from others.
- Hallways will be clearly marked with directional arrows to ensure safe movement throughout the building. Please follow these guidelines and take the extra time to move with care.
- All common items (dishes, cutlery...etc) will not be used by staff or students. Please bring your own from home each day.
- The dishwasher will not be used.
- Dish towels will not be used.

### Photocopy Rooms

- Photocopy rooms will be limited to a 2 person maximum.
- Hand sanitizer should be used before and after using the photocopier or other equipment in the room.

### Office

- Access to the office will be limited to office/admin staff to ensure distancing.

- Admin will be available by text/Teams if communication is necessary. Staff will use their classroom spaces as locations from which to communicate whenever possible with the office. An admin team member will be stationed outside the office whenever possible for quick or face to face discussions
- The office will be used for disciplinary matters when necessary. Office referrals will be completed by text, phone or Teams.
- Megan Weir (250 804 3714) and Sandra Major (250 515 0255)

### Student Lockers

- Student lockers will not be used to start the school year. Personal belongings will be kept in classrooms in bags/backpacks. Personal belongings will go home with students each day.

### Play Equipment

- Any play equipment (balls, Frisbees...etc) that are used by students during class or unstructured times should be sanitized after use. Sports and activities that encourage contact between students will not be allowed.

### Student Behavior

- In addition to the expectations we already have at school, students will also be expected to adhere to the new safety protocols. Students that cannot follow the rules we have put in place to ensure everyone's safety will not be allowed to participate in in-class instruction.
- Students will have an expectations review by teacher/administration and a firm reminder that joking, horseplay, teasing and any purposeful attempt to spread germs will be handled with seriousness and consequences.

### Drinking Water

- Water fountains are blocked off, students to bring water from home or use the water dispenser fountain by the office. Water bottles should be refilled at home each day if possible, clearly labeled and washed weekly (at a minimum).

### First Aid

- Angela Kahan will be our official First Aid attendant this year. If you require aid for yourself or a student, please call the office. Angela will support student in self-care when possible and use PPE to provide First Aid when required.

## Student Transportation on Buses

Buses used for transporting students should be cleaned and disinfected according the guidance provided in the [BCCDC's Cleaning and Disinfectants for Public Settings document](#). Additional measures should be taken, including:

- Transportation will use our SMS cohort groups to create a seating chart for each student who rides the bus. Effort will be made to ensure that students sit near their cohort groups peers primarily.



## Food Sales/Production/Consumption

School District No. 83 will continue to include food preparation as part of learning and provide food services, including for sale and meal programs.

If food is prepared as part of learning and is consumed by the student(s) who prepared it, no additional measures beyond those articulated in this document and normal food safety measures and requirements need to be implemented (i.e. FOODSAFE trained staff, a food safety plan, etc.).

If food is prepared within or outside a school for consumption by people other than those that prepared it (including for sale), it is expected that the WorkSafe BC Restaurants, cafes, pubs, and nightclubs: Protocols for returning to operation are implemented as appropriate and as relevant to the school setting, in addition to normally implemented food safety measures and requirements (i.e. FOODSAFE trained staff, a food safety plan, etc.).

- Food shall be served by one person only.
- Previously packaged foods are recommended.

**School District No. 83 will not allow homemade food items to be made available to students at this time (i.e. birthday treats, bake sale items).**

## Music

Participation in musical activities can occur outside, in regular classroom or in Music Room.

- If the class is conducted in Music Room ensure all students have access to chairs that can be easily cleaned if seating will be shared.
- If there is a need for carpet use ensure that sanitizing product is utilized and drying time has occurred prior to next class.
- For shared instruments (non-oral) cleaning after each use is mandatory.
- Please refrain from utilizing oral musical instruments unless each student has their own that they bring to class.

## Library

Students should not share library books from teacher's library. If a book is to be issued wait 24 hours before re-issuing it again.

If a book is accidentally shared clean your hands after touching a shared book and don't touch your face, let them sit for 24 hours and they should be good to be redistributed.

## Hand Washing - Staff and children should wash their hands:

- When they arrive at school and before they go home
- Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions)
- Before eating and drinking
- After using the toilet
- After playing outside
- After sneezing or coughing into hands

## Coughing and Sneezing Etiquette

Cough and sneeze into the crease of the elbow or tissue and dispose of tissue into waste bin.

If there is not tissue available, cough or sneeze into the bend of your elbow, not your hand, wash hands immediately.



## Visitors to SMS

**When visitors (parents/caregivers, contractors) come to a school or District facility any reason, the following protocols are followed:**

1. Visitors do not come to the school without making an appointment in advance. All visitors need to self-acknowledge the health check questionnaire posted (see Visitor Health Check) and answer the Health Check questions at the main office or welcome centre.
2. Prior to signing in, the visitor uses hand sanitizer.
3. Once hands are sanitized the visitor should sign into the sign-in book. By signing the sign in book visitors are verifying that they have answered NO to all questions on the health check form and are free from any symptoms of COVID-19, that they have not travelled outside of country and that they haven't had any known contact with anyone with COVID-19. See 19.3 for Visitor Health Self Check.
4. If they answer yes to any questions a virtual meeting or telephone meeting should take place, and visitor should not enter a School District No. 83 school or facility.
5. For contact tracing purposes visitors must sign in/out, citing, date, location or contact visitor will be meeting with and phone number then proceed to destination.



### **Visitors that come to front office for student information or facility information:**

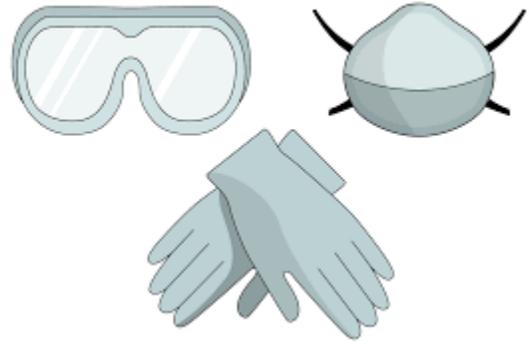
*(They follow the above protocol - to maintain sanitization the following protocols will be maintained as well):*

1. Visitor re-sanitizes hands prior to completing any paperwork.
2. Only one visitor is served at a time.
3. Visitor will be given sanitized pen and the required paperwork.
4. Pen are rotated and sanitized after each visitor use.
5. Visitor is assisted behind a Plexiglas barrier and that physical distancing is maintained. If for any reason staff cannot complete service from behind the Plexiglas barrier a mask shall be donned prior to serving the visitor.
6. The area used for completing documentation by a visitor is wiped down with vital oxide prior to next visitor attending.

## Personal Protective Equipment

No additional personal protective equipment beyond normal universal precautions are *required*. There is no evidence to support the use of medical grade, cloth, or homemade masks in school settings at this time.

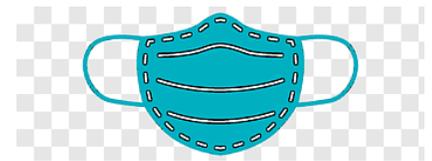
*Wearing* additional personal protective equipment is a *personal choice*. **It is important to treat people wearing masks and/or additional personal protective equipment with respect.**



Managing students with complex behaviors, on a delegated care plan or experiencing a health emergency may require staff to be in close physical proximity with the student. An addition to the student's safety plan may require consultation with HR Coordination Health Safety and Wellness.

## Mask Information

- Masks can become contaminated on the outside when touched by hands so staff should avoid touching or adjusting them often.
- Masks that become wet, soiled or damaged are less effective and should be replaced immediately.
- Masks should be put on and taken off correctly, including not touching the front of the mask, and washing hands.
- Cloth masks should be washed every day using the warmest water setting and stored in a clean dry place to prevent contamination.
- Never share masks with others.
- If a non-cloth mask is used (i.e. medical mask), staff should be reminded these items are single-use. In addition to following safe procedures for putting them on and taking them off, they cannot be cleaned or reused.
- Remember to wash hands before donning and doffing your mask.
- Any mask, no matter how good it is at catching droplets or how well it seals, will have minimal effect if it is not used together with other preventive measures, such as frequent hand washing and physical distancing.
- It is important to treat people wearing masks with respect.
- [Video: How to wear a mask](#)
- WorkSafe BC: [Selecting and Using Masks](#)



**Gloves for staff are not recommended unless handling food – remember to wash your hands before and after removing gloves.**

## Contact Tracing and Outbreak Management

Active testing of anyone with cold, influenza or COVID-19-like symptoms helps identify cases early in the course of their disease. When a person is confirmed as positive for COVID-19, significant efforts are undertaken to determine if they are part of a cluster of cases or part of a local outbreak, and whether others are at risk for infection. Not everyone who has been in contact with a confirmed COVID-19 case is determined to be a *close contact*. **Public health authorities determine who is considered a close contact.**

Specific public health measures are implemented in facilities where an outbreak occurs to prevent further transmission of COVID-19 and keep others safe.

If a staff member or student in a school is confirmed by public health as positive for COVID-19, public health will work with school administration to determine what actions should be taken, including if any staff or students who have been in contact with that person need to self-isolate, and if other staff and students' families should be notified.

School District No. 83 will work with Interior Health to ensure policies and procedures are in place regarding reporting elevated staff and student absenteeism due to influenza-like illness Interior Health. This reporting is helpful in early identification of clusters and outbreaks. Unless directed by public health, School District No. 83 will not provide notification to staff or students' families if a staff member or student becomes ill at home or at school, including if they display symptoms of COVID-19.

### Self-Isolation for International Travelers Returning to B.C.

All students and staff who have travelled outside of Canada are required to self-isolate for 14 days under both provincial and federal orders. This includes students who are attending school from abroad. Students from outside of Canada should plan to arrive in Canada at least two weeks before school begins to adhere to the self-isolation orders. Additional information is available [here](#).

