



Health & Safety Protocols for Return of Staff and Students:

(Please note: This is just a snapshot of the safety document put out by the district’s health and safety committee. Staff and parents can access a copy of the full document on the school district’s website, and copies will be located on our schools Health and Safety bulletin board).

PLEASE NOTE: This is a “living document”, meaning that information in it is subject to change.

Members: Gene Doray (Principal), Morgen MacDonald (Vice-Principal), Lauren Gadicke (NOSTA), Sue Still (CUPE) and Shelley Heggenstaller (CUPE)

GOAL: Safety of students and staff at school

Entry Procedure:

Staff: Our front door will continue to be locked. When arriving at work, staff must sign in at the front door, use the hand sanitizer, and observe social distancing. Face coverings for staff are required. Reduce physical proximity as much as possible from other adults. Adults must wear a mask in all common spaces. Please consider keeping personal belongings at home or in vehicles, aside from what you will use at school daily. Another option will be to keep personal belongings tucked away in the classroom(s).

Student Drop-offs: 8:00- 8:10: Families who drive their children to school are asked to drop them off in the “kiss and go lane,” school parking lot, or church parking lot. Staff will not be doing health checks, because parents are now required to use the district form acknowledging they are not to send children to school if they are showing symptoms of contagious illness. Students will drop off their backpack on a designated spot in their class lineup (outside), and go to the playground to play until the bell, respecting spacing expectations. These expectations will be taught explicitly.

Bussed students: 7:50-8:00: Students will step off bus, cross at the crosswalk, drop off their backpack on a designated spot in their class lineup (outside), and go to the playground to play until the bell, respecting spacing expectations.

Student Late Sign Ins: When a student is late to school, they enter through the front door, sanitize their hands and put on a mask (if necessary), go to the plexi-glassed hallway office counter, and sign in on the form. Then they can proceed to class, and teachers enter their “late” into the MyEd attendance format as usual.

Breakfast/Lunch Programs:

We have “grab and go” items available in the NOL (Neighborhoods of Learning) kitchen if it is found that a child is hungry and does not have enough food from home. We will have masked, CEA staff available to support. For this reason, we ask families to please send a generous amount of food for snack and lunch if possible.

General Practices:

1. If a parent or guest must enter the building, they will enter using the front door only, and sign in (with full name and contact information), use the hand sanitizer, and will be required to wear a face covering.
2. Students will be admitted to class and begin their day with handwashing. Hand washing continues to be explicitly taught. • Handwashing/sanitizing at a minimum will occur before and after eating, recess, lunch, gym, music, outdoor learning, library, etc.

Recess/Lunchtime

Teachers can choose to operate snack times when it works for the class - including hand washing

DISMISSAL

2:14: Students will be dismissed by classroom teachers from their classroom doors. Kindergarten students will stay with students until parent/caregiver is identified.

Parents/caregivers should maintain physical distance (2 metres), and avoid crowding while on school grounds, including outside.

CLASSROOM ARRANGEMENTS:

1. Remember, we are expecting no more than 3 students in a bathroom at one time. This expectation is explicitly taught.
2. All water fountains have been removed from classrooms. Should a student require a drink, they may fill their own water bottle at the nearest, safest sink, or at the water bottle filling station, closest to their classroom. Parents will be reminded that they MUST send their child with a refillable water bottle.
3. Attendance – Teachers MUST do attendance every morning in MyEd BC before 8:45 am, and in the afternoon before leaving for the day. Accuracy will be even more important in the event we need to do contact tracing.
4. If staff or students need to come to the office, please utilize the plexiglass barrier, and if staff members need to enter the office, utilize the hand sanitizing procedures. We have a basic supply refill area for VitalOxide and hand sanitizer in the foyer to minimize crowding. Extra disposable masks are in the photocopy room. Parents will need to call the office if they need to contact their child(ren).

5. Gym is open for use. Teachers will be encouraged to use the outdoors though, whenever possible.
6. Library circulation – books are available to borrow and take home. Hand sanitizing happens upon entry to the library, we will adopt the “browse and borrow” policy, and students have their own shelf marker.
7. Music –music classes will continue as usual, with some minor adjustments, including spacing and outdoor use whenever practicable.
8. The photocopy room is to be strictly used for staff only, and for a PAC executive member upon request. Please remember to observe social distancing and maintain handwashing/hand sanitizing protocols.
9. Mask wearing – staff are required to wear masks unless you are eating or drinking in the staff room or when alone.
10. We have two custodians again this year, one afternoon shift (which includes daytime hours), and one late afternoon shift. Custodians ensure touch surfaces are cleaned on a routine schedule throughout the school day. Washrooms and common areas are frequently cleaned. The staff continue to use the Vital Oxide themselves to clean surfaces they use as well (photocopy room, staff room, MPR, etc).

Symptomatic Student OR Staff Member

- It is essential that no adults or students attend school if they are showing symptoms of contagious illness.
- Parents are expected to abide by a Health Screen they complete with their child at home each day, although no paper copy is required to sign and send to school daily. The school district’s online form is used as acknowledgement that parents know they are not to send children to school with symptoms of contagious illness. The newest health checklist is displayed on the sign in table at the front door of the school and was posted on the school website.
- If any adult in the building suspects a student is ill, please advise the parent(s) ASAP. Children displaying “reliable” symptoms need to be sent home.
- The medical room (sick room) is the holding area if it is deemed that a student is too sick to be at school and is awaiting parent pickup. The expectation is that parents are to pick up a sick child as soon as possible.
- If a staff member has symptoms of contagious illness, they are to stay home and log this absence using Atrieve. If they become ill while at work, a staff member needs to go home as soon as possible, and stay home until symptoms subside.

PROTOCOLS

- • Please take time to teach protocols to students, and model as staff members: coughing into arms/elbows, handwashing procedures, lining up procedures, etc.
- • EVERY time students and staff enter the building, we must enact the entry handwashing/hand sanitizing procedure
- • We will minimize students and staff moving through the building as much as we can.
- • If any adult needs to enter someone else's workspace, please use hand sanitizer or wash hands before entering, or look for other alternatives to communicate or share with that staff member
- • We are all human, and we are certain to make mistakes. Should a student or staff member make an error and forget, please remind them, be kind, and if needed, have hands washed again.
- • If there is a repeated purposeful violation of rules, please advise one of the members of our school Health and Safety Committee listed above. They will follow up. There will be no tolerance for "joking around" about Covid-19 (eg. teasing or taunting, etc.)