

COVID-19 Information and Safe Work Practices

May 27, 2020



SDIO SCHOOL
DISTRICT 10
ARROW LAKES

World Class Learning in a Rural Environment

SD10 Pandemic Response Plan



The scope of this Pandemic Response Plan is to assist us in preparing and responding to the pandemic. This plan will clarify roles and responsibilities and outline the steps the District will take to ensure coordinated pandemic response measures and where possible, continuity of work.

School District 10 (Arrow Lakes) Pandemic Response Plan

March 2020

Updated: May 2020

Note: This plan is fluid and serves as a guideline for situations in which conditions that can/are changing rapidly. In all matters related to a pandemic, the District will follow the directions of Provincial and National Health Officials and the Ministry of Education.

March 2020
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SD10 Exposure Response Plan



School District 10 (Arrow Lakes)

Exposure Response Plan

Novel Coronavirus (COVID -19)

April 2020

Updated May 21, 2020

The purpose of this document is to:

- Ensure all school district staff reduce the risk of infection through the transmission of COVID-19.
- Outline control measures to minimize or eliminate the potential for transmission of COVID-19.
- Follow the direction of the Provincial Health Officer and BC Health Minister (Public Health) on the measures for infection control based on current COVID-19 related information available.
- Ensure that all school district staff take reasonable care and cooperate with the district to ensure the health and safety of themselves and other staff.

School District 10 – Exposure Response Plan
Created: April 2020
Updated: May 2020

Page 1 of 12
Review Date: N/A



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About COVID-19

COVID-19 is an illness caused by a coronavirus. Human coronaviruses are common and are typically associated with mild illnesses, similar to the common cold. In March 2020, the World Health Organization (WHO) declared COVID-19 a pandemic.

A pandemic is worldwide spread of a new disease, often affecting a large proportion of the population with elevated rates of illness. The impact of a Pandemic on a School District can include absenteeism of staff and students and closure of schools. Contingency planning is essential for a safe, timely, measured, and effective response to disruptions and increased risk to health and safety of school communities.



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COVID-19: Signs and Symptoms

Reported illnesses have ranged from mild symptoms to severe illness and death for confirmed COVID-19 cases.

Symptoms may take up to 14 days to appear after exposure to COVID-19. Most estimates of the incubation period for COVID-19 range from 1-14 days, most commonly around 5 days.

- ▶ Fever
- ▶ Cough
- ▶ Sneezing
- ▶ Sore throat
- ▶ Shortness of breath

BC COVID-19 Self Assessment Test: <https://bc.thrive.health/> OR

If concerned, persons showing symptoms should contact 8-1-1 or local public health unit.



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COVID-19: Routes of Transmission

Risk Identification

Two primary routes of transmission are anticipated for COVID-19, both of which need to be controlled. These include contact and droplet transmission.

Contact Transmission

Direct contact involves skin-to-skin contact. Indirect contact involves a worker touching a contaminated intermediate object such as a table, doorknob, telephone, or computer keyboard, and then touching the eyes, nose, or mouth.

Droplet Transmission

Droplets may be generated when an infected person coughs or sneezes. Droplets travel a short distance through the air and can be deposited on surfaces or directly in the eyes, nose, or mouth. Health experts recommend keeping two meters (6 feet) between people wherever possible to mitigate this risk.

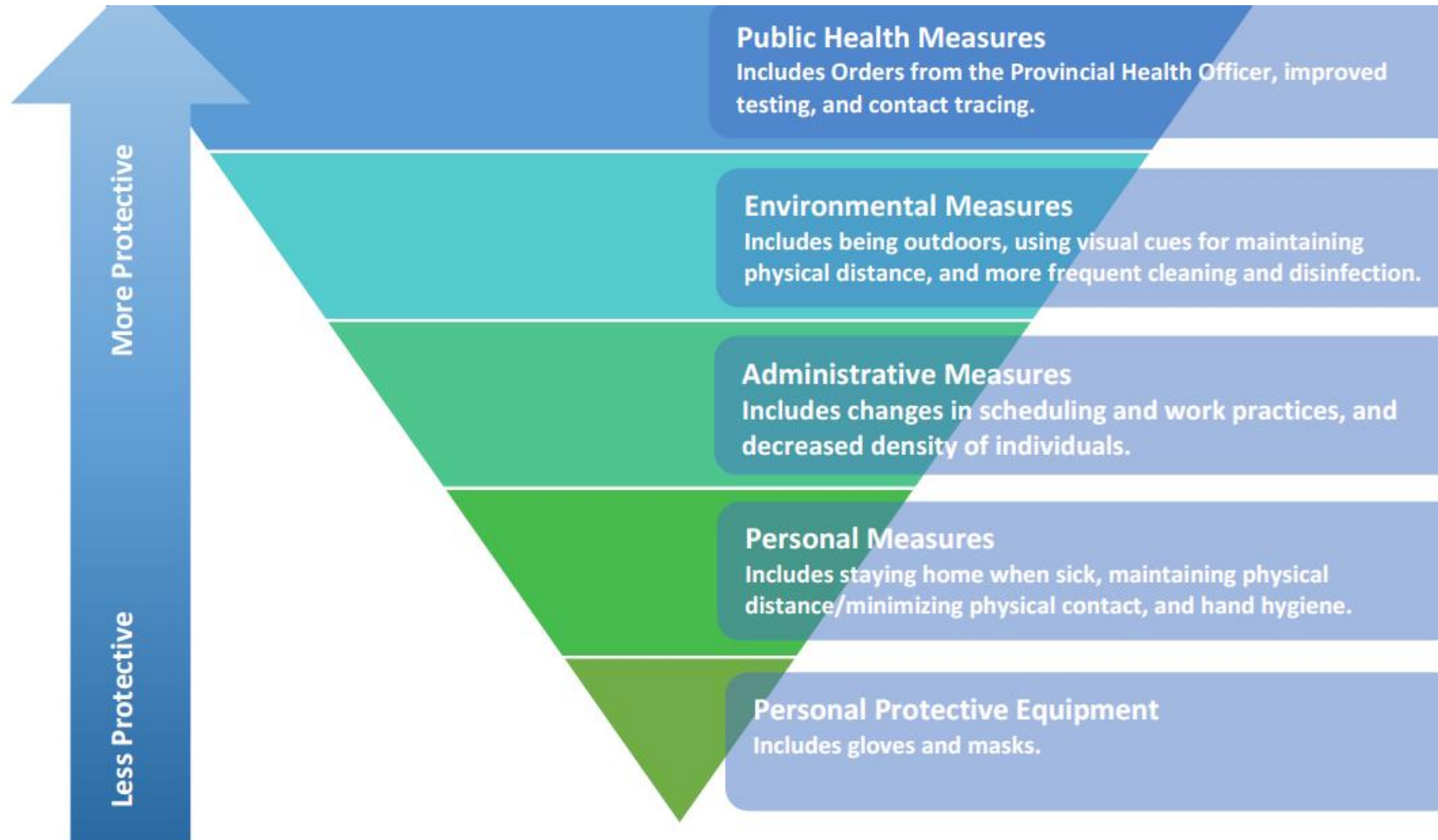
Airborne Transmission

Currently, health experts believe that COVID-19 is not transmitted through airborne transmission.



COVID-19: Prevention Controls

The Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease



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COVID-19: Prevention Controls Cont.

- ▶ Active monitoring for symptoms
- ▶ Case Finding, Contact Tracing and Outbreak Management by Public Health
- ▶ Symptomatic individuals (staff and students) to stay at home
- ▶ Limiting access to facilities / designated entries
- ▶ Enhanced cleaning / modified cleaning protocols
- ▶ Managing density of individuals in a space
- ▶ Adherence to physical distancing / visual cues for physical distancing
- ▶ Implementation of policies, procedures, education and training
- ▶ Sneezing/coughing etiquette
- ▶ Hand and face hygiene; hand washing, hand rubbing, avoid touching face
- ▶ Isolation rooms
- ▶ PPE where required



Prevention: Symptomatic Individuals

If individuals show any of the symptoms associated with COVID-19 they are not permitted to go to work or school.

If individuals exhibit symptoms at home:

- ▶ Parents will be asked to monitor their children daily for symptoms and not to send them to school if they are sick.
- ▶ Where appropriate or necessary, the Principal will conduct daily checks for respiratory illness at drop off by asking parents and caregivers to confirm the child does not have symptoms of common cold, influenza, COVID-19, or other respiratory disease.
- ▶ Staff will assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school.
- ▶ Staff will notify their supervisor immediately if unwell or have confirmed illness.

BC COVID-19 Self Assessment Test: <https://bc.thrive.health/> OR

If concerned, persons showing symptoms should contact 8-1-1 or local public health unit.



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Prevention: Symptomatic Individuals

If individuals show any of the symptoms associated with COVID-19 they are not permitted to go to work or school.

If individuals exhibit symptoms while on site:

- ▶ Isolate the individual in a room dedicated for this purpose
- ▶ Make arrangements for the individual to get home
- ▶ Offer the individual a mask to prevent the spread of droplets (if they can tolerate it)
- ▶ Have room cleaned immediately after the individual goes home

BC COVID-19 Self Assessment Test: <https://bc.thrive.health/> OR

If concerned, persons showing symptoms should contact 8-1-1 or local public health unit.



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Prevention: Limiting Access

To keep sites as hygienic as possible site entry must be limited to only those individuals that are required to be on the premises. School Principals will decide which individuals (students, staff and visitors) will have access to the site. Others who wish to access the site will be required to make an appointment to schedule a time in advance with the School Principal and otherwise will not be permitted to access the site.

- ▶ School Principals will identify designated entry points to their facility.
- ▶ A limited number of designated entry points will be established at each site in order to better control entry and maximize facility hygiene and cleanliness.
- ▶ Designated entry points will be identified with standard signage.
- ▶ Signage will be posted to provide information and instructions to entrants that will help maximize facility hygiene and cleanliness and include signage on physical distancing and handwashing.
- ▶ All entrants are required to sign-in/all sites are required to maintain a record of persons in the building.
- ▶ Upon entering the site, entrants must wash their hands.



Prevention: Enhanced Cleaning/Modified Cleaning

Regular cleaning and disinfection are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. Schools are cleaned and disinfected in accordance with the BCCDC's http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf

- ▶ General cleaning and disinfecting of the premises should occur at least once a day
- ▶ Frequently-touched surfaces should be cleaned and disinfected at least twice a day
 - ▶ Doorknobs, light switches, washrooms, tables, desks, chairs, keyboards* and toys*.
- ▶ Clean and disinfect any surface that is visibly dirty.
- ▶ Limit items that are not easily cleaned.
- ▶ Empty garbage cans daily.
- ▶ Etc.



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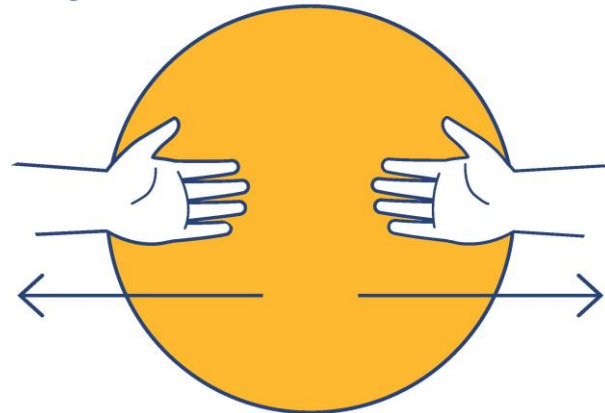
Prevention: Social Distancing

Maintain minimum distances, where possible and in accordance with Public Health Recommendations



Coronavirus COVID-19
BC Centre for Disease Control | BC Ministry of Health

REDUCE THE SPREAD OF COVID-19



**PHYSICAL DISTANCING
IN PROGRESS**

**Maintain a distance of at least
2 arms lengths from others.**



If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.

SOCIAL DISTANCING

Together, we can slow the spread of COVID-19 by making a conscious effort to keep a physical distance between each other. Social distancing is proven to be one of the most effective ways to reduce the spread of illness during an outbreak. With patience and cooperation, we can all do our part.

What does Social Distancing mean?



This means making changes in your everyday routines in order to minimize close contact with others, including:

- ▶ avoiding crowded places and non-essential gatherings
- ▶ avoiding common greetings, such as handshakes
- ▶ limiting contact with people at higher risk (e.g. older adults and those in poor health)
- ▶ keeping a distance of at least 2 arms lengths (approximately 2 metres) from others, as much as possible

Here's how you can practice social distancing:



- ▶ greet with a wave instead of a handshake, a kiss or a hug
- ▶ stay home as much as possible, including for meals and entertainment
- ▶ shop or take public transportation during off-peak hours
- ▶ conduct virtual meetings
- ▶ host virtual playdates for your kids
- ▶ use technology to keep in touch with friends and family



- If possible,
- ▶ use food delivery services or online shopping
 - ▶ exercise at home or outside
 - ▶ work from home



Remember to:

- ▶ wash your hands often for at least 20 seconds and avoid touching your face
- ▶ cough or sneeze into the bend of your arm
- ▶ avoid touching surfaces people touch often



If you're concerned you may have COVID-19:

- ▶ separate yourself from others as soon as you have symptoms
- ▶ if you are outside the home when a symptom develops, go home immediately and avoid taking public transit
- ▶ stay home and follow the advice of your Public Health Authority, who may recommend self-isolation
- ▶ call ahead to a health care provider if you are ill and seeking medical attention

FOR MORE INFORMATION:

@ canada.ca/coronavirus

📞 1-833-784-4397

Public Health Agency of Canada / Agence de la santé publique du Canada

Canada



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Prevention: Cough/Sneeze Etiquette



- Limit sneezing and coughing
- Cough/sneeze into your elbow
- Cough/sneeze into a tissue
- *Dispose of tissue
- Wash your hands for at least 20 seconds



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Prevention: Hand Hygiene

Wash your hands immediately:

- upon arrival at work or school
- after sneezing, coughing, using a tissue
- after using the toilet
- before eating, drinking, food preparation, handling contact lenses, or applying makeup
- when entering new rooms/workspaces
- before leaving work or school

Proper hand washing includes using soap and a running water. Wash for a minimum of 20 seconds. If water is unavailable, you must use a waterless hand cleanser that has at least 60% alcohol. Follow the manufacturer's instructions on how to use the cleanser.

In instances where hand-washing sinks are not available, supervised use of alcohol-based hand rubs may be considered. If hands are visibly soiled, alcohol-based hand rubs may not be effective at eliminating the virus.

Coronavirus COVID-19
BC Centre for Disease Control | BC Ministry of Health

Hand Hygiene

SOAP OR ALCOHOL-BASED HAND RUB: Which is best? **Either will clean your hands: use soap and water if hands are visibly soiled.**

Remove hand and wrist jewellery

HOW TO HAND WASH

- 1 Wet hands with warm (not hot or cold) running water
- 2 Apply liquid or foam soap
- 3 Lather soap covering all surfaces of hands for 20-30 seconds
- 4 Rinse thoroughly under running water
- 5 Pat hands dry thoroughly with paper towel
- 6 Use paper towel to turn off the tap

HOW TO USE HAND RUB

- 1 Ensure hands are visibly clean (if soiled, follow hand washing steps)
- 2 Apply about a loose-sized amount to your hands
- 3 Rub all surfaces of your hand and wrist until completely dry (15-20 seconds)

BRITISH COLUMBIA Ministry of Health
CCC BC Centre for Disease Control

If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.



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Prevention: Isolation Rooms

If individuals exhibit symptoms while on site:

- ▶ Isolate the individual in a room dedicated for this purpose
 - ▶ Adequate ventilation is required, but does not require a separate air supply
 - ▶ Do not use a common area room
 - ▶ Do not use a space which others regularly pass through
- ▶ Limit the number of persons attending to the isolated individual
- ▶ Once the isolated individual leaves the room, do not access until room as been cleaned and disinfected



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Prevention: Personal Protective Equipment (PPE)

PPE including masks and 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. They should only be used when all other controls fail.

Any mask, no matter how efficient at filtration or how good the seal, will have minimal effect if it is not used together with other preventive measures, such as frequent hand washing and physical distancing. Asymptomatic staff choosing to wear their own mask while at work will not be discouraged from doing so.

For more information: BCCDC Masks

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/masks>



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Prevention: Sharing of Items

The practice of sharing items (pens, paper, food, phones, cloth towels, etc.) is discouraged.

The practice of multi-user computer workstations is discouraged. If workstations must be shared, they must be first disinfected by the next user using the workstation.

With regards to the sharing of paper and paper products, the BC Centre for Disease Control (BCCDC) has stated:

'Like other respiratory viruses, there is no evidence that the COVID-19 virus is transmitted via textbooks, paper, or other paper products. As such, there is no need to limit the distribution of books or paper based educational resources to students due to concerns about virus transmission.'



Mental Well Being, Health and Safety

Mental Health and Well-Being of staff and students is critical, and we take responsibility for the physical and mental safety of our learning community.

Trauma-Informed Practice and Social Emotional Lens

We are committed to:

- ▶ Providing an inclusive and compassionate learning environment
- ▶ Understanding coping strategies
- ▶ Supporting independence
- ▶ Helping to minimize additional stress or trauma by addressing individual needs.

The North American Centre for Threat Assessment and Trauma Response has released a resource to assist the education sector in supporting the transitioning back to school called [Guidelines for Re-Entry into the School Setting During the Pandemic: Managing the Social-Emotional and Traumatic Impact](#). To support educators in responding to situations of trauma, the Ministry has created [trauma-informed practice](#) resources that are available on the erase website.

Staff are also reminded of wellness resources available through their Employee and Family Assistant Program, BCTF HaW, and LifeSpeak



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COVID-19: At Risk Populations

Staff who believe they are at a higher risk of developing complications from COVID-19 should contact 8-1-1 or contact their physician to seek guidance regarding attending the workplace.

“Public health has not placed restrictions on students or staff who have medical conditions, who are over age 65, or who live with a person who is elderly or has medical conditions. As always, individual students and staff should follow the advice of their physicians.” (May 26th, 2020 letter from Dr. Silvana Mema, Medical Health Officer, Interior Health Authority)

Staff should contact their Supervisors if they believe they are at risk.



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COVID-19: First Aid

First Aid Attendants (FAA) should follow their Occupational First Aid (OFA) training and perform their *scene assessment* as outlined in their *Priority Action Approach* to determine if the scene is safe to approach the injured person.

FAs should assume all injured individuals requiring First Aid are infected with COVID-19. Based on their *scene assessment* if the FAA determines that it is not safe to approach the injured person then they are to assist the individual from outside the minimum distance requirement as recommended by public health.

If life-saving interventions are required and the FAA must encroach upon the minimum distance radius to treat the injured person (ie: apply an AED, perform chest compressions, etc) the FAA must have the required personal protective equipment (PPE). The Interior Health Authority has stated:

'New recommendations for PPE effective March 25th, 2020: All health care workers and staff who have direct contact with patients in ANY care setting must wear a surgical / procedural mask, eye protection and gloves for ALL patient interactions. This requires extending the use of mask and eye protection'



COVID-19: In School Care for ESWs

Provision of In-School Care for Essential Services Workers

School Districts across the province have been charged with supporting essential service workers (ESW) by providing in-school care for ESW's children where needed, so that they can continue to work. Schools will be set up in a safe manner, following all public health orders and recommendations in order to maintain a healthy and safe environment. This Protocol has been developed to provide guidelines for the provision of in-school care for essential services workers.

- ▶ Please refer to **Protocol S-21 Provision of In School Care for Essential Services Workers.**



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COVID-19: Supporting Students In-School

Provision of In-School Instruction for Students

School Districts have been directed by the Ministry of Education to explore and provide in-person instruction for vulnerable students, students with diverse needs and children of Essential Service Workers (ESWs) within the [Public Health Guidelines for K-12 Settings](#) established by BC Centre for Disease Control and the Ministry of Health. A Protocol for Supporting Students in Schools has been developed to provide guidance to schools of SD10 to determine:

- 1) who are vulnerable learners or learners requiring in person support,
 - 2) how to keep the learners and staff safe using common infection control protocols, and
 - 3) how to ensure that the learning, mental health, and socio-emotional needs of our most vulnerable learners can be met to the highest degree possible within public health restrictions and using health and safety guidelines
- Please refer to **Protocol S-22 Supporting Students in Person in Schools During COVID-19.**



SD10- K-12 Restart Plan - Stage 3

STAGE 1 SCHOOL DENSITY TARGETS 100%	STAGE 2 SCHOOL DENSITY TARGETS K-7: 100% Grade 8-12: 40%	STAGE 3 SCHOOL DENSITY TARGETS K-5: 50% Gr. 6-12: 20%	STAGE 4 SCHOOL DENSITY TARGETS K-12: 20%	STAGE 5 SCHOOL DENSITY TARGETS K-12: 0%
<p>In-class instruction:</p> <p>K-12: 5 day per week</p>	<p>In-class instruction:</p> <p>K-7: 5 days per week</p> <p>Grade 8-12: 2 days per week</p> <p>-----</p> <p>5 days per week available for:</p> <ul style="list-style-type: none"> ✓ Children of essential service workers ✓ Students with disabilities/ diverse abilities ✓ Students who require additional supports <p>-----</p> <p>Remote/online instruction:</p> <p>Balance of learning</p>	<p>In-class instruction:</p> <p>K-5: 2 to 3 days per week</p> <p>Gr. 6-7: 1 day per week</p> <p>Gr 8-12: 1 day per week</p> <p>-----</p> <p>5 days per week available for:</p> <ul style="list-style-type: none"> ✓ Children of essential service workers ✓ Students with disabilities/ diverse abilities ✓ Students who require additional supports <p>-----</p> <p>Remote/online instruction:</p> <p style="background-color: #0056b3; color: white; padding: 2px;">Parent/Guardian choice to return to in-class instruction optional</p> <p>Balance of learning</p>	<p>In-class instruction:</p> <p>K-12: Limited</p> <p>-----</p> <p>5 days per week available for:</p> <ul style="list-style-type: none"> ✓ Children of essential service workers ✓ Students with disabilities/ diverse abilities ✓ Students who require additional supports <p>-----</p> <p>Remote/online instruction:</p> <p>K-12: Majority of all students</p>	<p>In-class instruction:</p> <p>K-12: None</p> <p>-----</p> <p>Suspend all in-class instruction for all grades and students</p> <p>-----</p> <p>Remote/online instruction:</p> <p>K-12: All Students</p>



Resources

- ▶ [COVID-19 Public Health Guidance for K-12 School Settings](#)
- ▶ [K-12 Education Restart Plan - Ministry of Education](#)
- ▶ [BC Centre for Disease Control - COVID-19](#)
- ▶ [BCCDC: Cleaning and Disinfecting for Public Settings](#)
- ▶ [WorkSafe: Protocols for Returning to Safe Operations - K-12](#)
- ▶ [Ministry of Education - Safe and Healthy Schools](#)
- ▶ [Provincial Health Office Guidelines and Materials](#)
- ▶ [SD10 Website - Health and Wellness - COVID-19](#)



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