



ON SITE LEARNING

Purpose Independent Secondary School

COVID HEALTH AND SAFETY PLAN : STAGE 2

February 2021

LEARNING GROUPS AND PHYSICAL DISTANCING : CLASSROOMS

Please note the Covid Health and Safety Plan: Stage 2 has been revised to reflect the new location of Purpose Independent Secondary School to 502 Columbia Street in New Westminister on March 1, 2021.

Under the Provincial Guidelines, Purpose Independent Secondary School with a maximum student enrollment of 85 students and 13 staff falls under the maximum of 120 student and staff combined to be considered one cohort or learning group. Using an abundance of caution, Purpose Independent Secondary School will be dividing the students into smaller cohorts.

The Grade 8 and 9 program will be considered one cohort. The Grade 10, 11 and 12 another cohort. When possible students from Grades 10, 11 and 12 will be timetabled with the group based their Grade. Maximum class size is 15 students per each class.

Physical distancing will be practised within the school at all times by both staff and students. Non-medical masks or face shields or both will be worn within the school building by both staff and students. Nonmedical masks are not to be considered a replacement for physical distancing. At all times, crowding or congregating in groups where masks are worn and physical distancing is not possible is prohibited.

Physical contact will not be permitted. Signage will be prominent throughout the school. All staff will be asked to be vigilant and take an active role in reminding students of the importance of physical distancing and no contact.

Each student will be assigned a desk. Student desks will face forward and will not face one another. Use of larger tables for group work will not be permitted. Maximum spacing of desks will be implemented where possible.



Whenever possible, moving activities outside is encouraged when space and weather permit.

SCHOOL ROUTINES / COMMON AREAS

While parents are responsible for conducting an initial health check for their child, students arriving at school will be required to complete a second health check with a designated staff person and to wash or hand sanitize their hands using the 75% ethanol hand rub provided. Students are expected to wear a mask and physical distance in the reception area.

Once admitted, students will proceed to either the common area or proceed to their classroom as directed by staff.

Students will enter the school using the front entrance only on Columbia Street. Staff and students will not be allowed to use the back entrance/exit door to the school except in the case of an emergency.

All staff and students are required to wear a mask or a face shield (in which a mask must also be worn) both inside and outside of their learning group, on the bus and in all common areas except when seated at their desks, eating or drinking.

Floor markings to direct traffic flow and physical distancing will be used. Posters will serve as reminders throughout the school.

Visitors or parents are not allowed in the school area without the consent of the Principal who will initiate and ensure appropriate safety protocols are in place.

Prepared and packaged lunches will be delivered to the school each day. Lunches will be eaten in the student's scheduled classroom for second period. After lunch is eaten, students will be permitted to socialize while wearing a mask and physically distancing in the common area.

Students will not be permitted to leave the school to purchase snacks in the surrounding community. Students will be able, under the direction of the staff, to go to the neighbouring food vendors to purchase a beverage. Packaged snacks and beverages will be available for students during for breakfast, at the start of the school day and break times. Students who have preferred snacks are encouraged to bring them from home.

There will be scheduled walks throughout the day for all students under the supervision of a youth worker or teacher.

HAND HYGIENE

All staff and students are expected to wash their hands with plain soap and water often during the school day. If soap and water is not available, alcohol based hand rub with a minimum of 60% alcohol is to be used. Each classroom and office area will have a bottle containing handrub easily accessible for use by staff and students. Staff and students are reminded not to touch their eyes, nose or mouth with unwashed hands.

Handwashing reminders will be posted throughout the school. Posters outlining how to wash your hands properly will be displayed in each washroom.

For information on handwashing, please see:

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

In general, the steps are:

- Remove jewelry.
- Wet hands frequently with soap and water
- Distribute liquid cleanser/soap thoroughly over hands
- Clean hands for 20 seconds following steps 1 – 9:
 1. Rub palm to palm
 2. Rub right palm over the back of the left hand with interlaced fingers and vice-versa
 3. Rub palm to palm with finger interlaced
 4. Back of fingers on opposing palms
 5. Rub thumb rotationally, clasped in opposing hand
 6. Rub tips of fingers rotationally on opposing palm
 7. Rinse hands thoroughly
 8. Dry hands with paper towel
 9. Use paper towel to shut off water



Staff and students should perform hand hygiene

- Arrive at school
- Before and after breaks
- Before and after drinking or eating
- Before or after gym, music lab, woodworking
- After using the toilet
- After sneezing or coughing in their hands
- Whenever hands are visibly dirty

PERSONAL PROTECTIVE EQUIPMENT

The wearing of non-medical masks is mandatory by all staff and students in all common areas, high traffic areas including hallways and entrances/exits of the school and when moving about classrooms. Disposable non-medical masks will be available upon request.

PERSONAL ITEMS

Staff and students are encouraged to bring only the items they require to school storing these items in an assigned locker.

Staff and students should not share items such as electronic devices, pencils, pens etc.

Plastic cases clearly marked with the students name will be provided to each student to store their pencils, pens etc.

Food and drinks should not be shared.

TRANSPORTATION

The School bus should be cleaned and disinfected according to the guidance provided by the BCCDC's Guidelines on Cleaning and Disinfectants for Public Settings.

The bus driver should clean their hands often, before and after the trip and is required to wear a non-medical mask.

Students are required to clean their hands before they leave home, when they leave school prior to taking the bus and when they get home.

All students are required to wear non-medical masks when they are on the bus.

Seating arrangements will be consistent, maximizing space between students. If space is available, students should have their own seat and be seated by a window.

Weather permitting, the windows should be open in the bus.

CLEANING AND DISINFECTING

Cleaning by a commercial cleaning company is scheduled to occur at the end of each school day including all high touch surfaces and desks. All washrooms will be deep cleaned. Garbage is to be emptied daily.

All high touch surfaces will be cleaned after each break during the school day : 10:40, 12:30 and 2:10 .

Frequently touched surfaces include doorknobs, light switches, hand railings, faucet handles, toilet handles, shared equipment such as the photocopier, microwaves, refrigerators

Teachers will be responsible to ensure that all shared learning items, equipment and manipulatives are disinfected after use by each student and at the end of each class. Providing students with their own dedicated learning tools in a kit is preferential. Teachers will be responsible for wiping the desk tops and student chair at the end of each block.

A sanitization station including a spray bottle with sanitization solution will be available for use in each classroom, common and office area.

Ensure disposable gloves are used when cleaning blood or bodily fluids. Wash hands before and after removing gloves.

ILLNESS AND SELF ASSESSMENT

STAFF:

All staff have the responsibility to check in with main reception upon arrival at work. Staff will be required to answer a number of questions regarding symptoms of Covid-19 by using the BCCDC's Daily Health Check.

If staff begin to develop COVID-19 symptoms at work , they must leave **immediately** if able to do so. Notify Principal.

If unable to immediately leave site:

1. Symptomatic staff should separate themselves into an area away from others.
2. Maintain a distance of 2 metres from others.
3. The staff member must use a tissue or mask, if available, 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).
5. If concerned, contact 8-1-1 or the local public health unit to seek further input.
6. Once the staff member leaves the site, close the door and do not allow anyone entrance to the room. Post a sign indicating that the room requires modified cleaning procedures.

After staff member has left the site:

1. Note when the staff member was picked up and what occurred.
2. The Principal on site will inform the Executive Director.
3. The illness will be reported to Fraser Health Authority.
4. A cleaning protocol under the direction of the Health and Safety Officer will be implemented.
5. Should a staff member test positive for COVID-19, the school will be immediately closed by the Medical Health Officer from Fraser Health Authority. All families will be notified of the school closure by the Principal.

STUDENTS:

It is the responsibility of the parent/guardian to assess their child daily before sending them to school. **If the child develops any symptoms of illness, parents/caregivers must keep the student at home.**

A copy of the daily checklist will be sent home to each parent/caregiver. Parent/caregiver will acknowledge receipt and their understanding of this checklist and their responsibility. Of note is the development of the daily health check app. The website to find this app is K12dailycheck.gov.bc.ca.

When the child arrives at school, a second daily check-in will be conducted by a designated staff person.

If the student develops any symptoms of illness while at school:

- Staff are required to immediately separate the symptomatic student from the others in a supervised area.
- Contact the student's parent or caregiver to pick them up as soon as possible.
- Maintain a 2 metre distance from the ill student. Wear a non-medical mask.
- Provide student with a non-medical mask or tissues to cover their nose and mouth. Throw away used tissues as soon as possible and perform hand hygiene.
- Avoid touching the student's bodily fluids. If you do, practice diligent hand hygiene.
- Once student is picked up, practice diligent hand hygiene.
- Staff responsible for facility cleaning must clean and disinfect the space where students were separated and areas recently used by them.

Anyone (staff or students) 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.