

E 3 RE-ENTRY OF STUDENTS PLAN - June 2020

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A. PREAMBLE

The purpose of this document is to outline the policies, protocols and procedures to follow while the school is required to follow requirements and recommendation as authorized by the Canadian Federal Government, Provincial Government, BC Ministry of Education, and the BC SDA Conference Office of Education. It represents the best practices as outlined in such documents as:

- BC Ministry of Education’s ‘Provincial COVID-19 Health and Safety Guidelines for K-12 Setting’
- BC Ministry of Health’s ‘BC Centre for Disease Control’
- BC Provincial Government’s ‘B.C.’s Education Restart Plan’
- WorkSafeBC K-12 Education Protocols
- Operating Guidelines for School Districts and Independent School Authorities
- BC Ministry of Education’s ‘Continuity of Learning – Planning Guide for Teachers’

This document represents the collaborative planning and approval of the following entities:

- Staff of Chilliwack Adventist Christian School
- CACS School Board
- BC SDA Office of Education

The purpose of this document is to provide staff, parents and students with the following information:

- Regarding health and safety policies, protocols and procedures being implemented to assure a safe school environment.
- To communicate the adherence to suggested recommendations of
 - o maintaining physical distancing
 - o maintaining minimal physical contact
 - o assuring no more than 50 individuals in one location as allowed for schools
- To communicate the expectations as to the method/scope/focus of

the continuity of learning

- To communicate to all stakeholders (parents, students, and staff)

the expectations for in-class instruction September 2020

B. SAFETY AND HEALTH PLANNING

1. Staff, students, and parents are required to complete a health check each morning before coming to school. Online Self-Assessment tool (<https://bc.thrive.health/covid19/en>) will be helpful. Please stay home if symptoms of COVID or even of colds (for example, runny nose, sore throat, fever).

a. Staff will need to complete a verbal health check of students as they enter the building. Temperatures will be taken if the verbal screening or observations indicate that there may be a need.

2. Environmental Measures, School and Parent Responsibilities

A. Cleaning

Cleaning of high touch areas (responsibility staff, janitor)

- i. Classroom – taps, door knobs, desks, student chairs, printer, tables– twice a day
- ii. Outside of the classrooms – railing, door knobs, toilet seats, toilet handles, faucets, towel dispensers, soap dispensers, washroom stall locks, light switches, counters – twice a day
- iii. Washrooms – twice a day – counters, towel dispensers, sinks/faucets, toilets. Students will be assigned stalls. Staff will be assigned bathroom stalls.
- iv. Playgrounds are not required to be disinfected. However, sports equipment will be limited to that which can easily be cleaned and will be cleaned after each use.
- v. Empty garbage daily (garbage lids will be removed) – janitor
- vi. Bottled water will be provided for students who do not have water bottles. However, students are asked to bring water bottles from home and fill up with at upstairs sink.
- vii. Cleaning solution or wipes and cleaning cloths and gloves and masks are available to (teachers, staff, janitor)
- viii. Limit use of items that are not easily cleaned; students will have all their own personal supplies at their desks
- ix. Counters and desks will be kept clear at night for janitor to clean and rooms decluttered as much as possible. x. at desk)
- xi. Each evening after school, janitor will do a complete clean of classrooms, hallways, bathrooms, gym making sure to clean floors
- xii. Do not need to share keyboards as we have enough technology for each student to have a device of their own but will be wiped down once a day.

xiii. Paper and textbooks will not be shared - either individually owned or will be photocopied. Library books may be borrowed, but will be sanitized when returned and will be re-shelved after a waiting period of two days. Any research will be done using individual computers

B. Hand Hygiene

Signage in hallways, bathrooms, classrooms. Classrooms and bathrooms will well be stocked with soap and paper towel. Sanitizer will be provided for each classroom, gym, and for outdoors. Washing hands with plain soap (hand soap) for at least 20 seconds (teachers to inform students) 1. Upon entering and leaving school 2. Before and after recess 3. Before and after lunch 4. After using the washroom 5. After coughing, sneezing Washing of hands to be encouraged. Hand-sanitizers are available, as well. Supervisor for outside will make sure to have hand sanitizer available and to make sure all hands are washed before entering classroom.

C. Etiquette

- i. Cough and sneeze into their elbow, sleeve, or tissue. Throw away used tissues and immediately wash hands. Tissue boxes will be available.
- ii. Refrain from touching eyes, nose, or mouth with unwashed hands.
- iii. Refrain from sharing any food, drinks, unwashed utensils, etc. Plastic cutlery is available.
- iv. Students will be provided with all supplies they need (no sharing of supplies)

D. PPE – PPE is not required as long as physical distancing can be maintained, but it is a personal choice of parents and students and staff. Re-usable masks and disposable masks and gloves will be available for any student or staff member who wishes or requires PPE. Masks are not required in the classroom as long as physical distance can be maintained. In the hallways, we will dismiss students one at a time so to not crowd, and as we are one cohort and can maintain physical distance in the hallway as long as we dismiss one at a time or by family groups, we will not require masks in the hallway. PPE is a personal choice and lessons will be given about how to wear it and about remembering kindness to all.

E. If a student becomes sick...

- i. Student will be isolated and downstairs
- ii. Parent or designated emergency contact will be contacted immediately to

arrange pickup.

iii. PPE will be provided

iv. The room will be cleaned after student has left

v. Anyone with symptoms will not be allowed to enter for 10-14 days (as required) *after* becoming symptom free (COVID-19) unless tested negative for COVID-19.

vi. If a member of the household develops symptoms of COVID-19, the student or employee will not be allowed to enter our school building for 14 days being symptom free

Any student or staff who has symptoms of COVID-19 OR has travelled outside Canada in the last 14 days OR was identified as a close contact of a confirmed case or outbreak must stay home and self-isolate, including children of essential service workers. Staff, students, and parents are required to complete a health check each morning before coming to school. Staff, students, visitors are asked to stay home if symptoms of COVID. Staff will need to complete a verbal health check of students as they enter the building. If any symptoms indicated during health screen, students will be sent back home with parent.

F. Physical Distancing

Signage will be provided about physical distancing

a. Strict 6 ft physical distancing of desks not required at Gr K-6 level.

b. Arrange desks so as to 'minimize physical contact' (2 metres apart)

c. Arrival times will be staggered to allow siblings time to enter and go upstairs to wash hands. Parents are asked to drop students off at the door.

Non-staff adults are to not enter unless prior arrangements are made.

Teachers or the aide will be at the door to provide directions. Dismissal times will also be staggered by family groups

d. All personal belongings will be kept at desks (not in lockers) or else in a space provided in classrooms that is 2 metres apart. Students will have their own textbooks and paper.

e. Students will eat upstairs at desks and encouraged to bring items to school that don't require microwaving. No sharing food or utensils. (single use utensils are available)

f. Utilize outdoor learning as much as possible - parents are asked to send appropriate clothing for sunny weather and colder or damp weather (including sunscreen/hats)

g. Recess times will be staggered h. Access to school by non-school visitors

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must be arranged with principal. All safety procedures will be communicated before entry is allowed. Parents are asked to drop students off at entrance.

h. Access to hallways will be one-at-a-time unless siblings. Face masks will be required for hallway use if more than one person in hallway unless medically authorized to not wear masks for medical reasons. (We are one learning group here at CACS)

G. Air Quality

Windows will be open as much as possible. More time spent outside. There is an air filter provided for each classroom

C. Scheduling

Since CACS is a small school (much less than 60 students) we will be one learning cohort.

Wednesdays will continue to be worship with Pastor Tim on Zoom. There are enough computers and devices for each student to use as their own personal device.

As the downstairs is church property and subject to use on Saturday and Sunday, we will be staying upstairs or outside most of the time. If it is rainy, and if there is access to the gym, we will use it. Cones will be set out to help organize physical distancing.

Arrival times, dismissal times, recess times, and lunch times will be staggered so to allow for use of hallway without crowding.

Training for staff will occur before the beginning of school and then continue throughout the school year during staff meetings. Training for students will occur on the first day of school and then continue on a weekly basis.

D. Communication

Communication regarding Covid plans and information will happen in the following ways:

1. Covid safety plans and general announcements on website and email
2. Orientation and helpful safety information through notices and email
3. Planners for more individual information

E. Miscellaneous:

1. We will store personal supplies in desks instead of lockers (please only send what is necessary.)
2. Each student will have their own supplies; nothing shared.
3. Please send food in lunches that doesn't require microwaves.
4. We are ready to switch to remote learning if the Ministry of Education or Health switches us back to stage 3, 2, or 1. Classes will happen like last year. Grades K-3 will complete printed material, Zoom meetings, and the teacher will maintain a class website with instructional material. Grades 4-8 will use Microsoft Teams. Classes are set up and ready on

Teams.

This document is an evolving document. Any suggestions or comments are welcome.