



# Sk'aadgaa Naay Elementary School

*Gud ad hlgang.gulxa - Working Together - Travailler Ensemble*

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## School Safety Plan August 2020

In March 2020, the World Health Organization (WHO) declared COVID-19 a pandemic. Symptoms may take up to 14 days to appear after exposure to COVID-19. Staff and students are encouraged to use the BC COVID-19 self-assessment test at: <https://bc.thrive.health/>

Symptoms of COVID-19 may include:

	Fever
	Difficulty Breathing
	Sneezing
	Cough
	Sore Throat
	Fatigue

## Exposure Control Plan Implementation

Families have been notified of the return of students to Sk'aadgaa Naay Elementary in August 2020 as we begin Phase 2 of BC's Restart Plan (<https://www2.gov.bc.ca>). The province is to return to full-time classes in September 2020. Having students in the classroom helps to minimize learning gaps and provide the academic, social and emotional supports essential for learning.

## Helpful Resources

The following Ministry of Education guides have been used in preparing this Restart Plan:

[Provincial COVID-19 Health and Safety Guidelines for K-12 Settings](#)

<https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidlines.pdf>

## BCCDC COVID-19 Public Health Guidance for K-12 School Settings

[http://www.bccdc.ca/Health-Info-Site/Documents/COVID\\_public\\_guidance/Guidance-k-12-schools.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance-k-12-schools.pdf)

## K-12 Education Restart Plan

<https://www2.gov.bc.ca/gov/content/education-training/k-12/covid-19-return-to-school>

### **School information:**

Monday, September 14

9:00am – 11:30am- last name A-M

Tuesday, September 15

9:00am- 11:30am- last name N-Z

If children from the same family have different last names, please send all children with the child whose name comes first in the alphabet. I.e. Susan Anderson and Michael Wilkins will both attend on Monday, September 14.

Wednesday, September 16

- Regular class time: 9:00am-3:00pm

\*\*\*Students will line up outside of their classrooms and will wait until their teacher greets them at the exterior classroom door. We encourage all students to come to school as close to the bell as possible as the school will not be open for students. The Breakfast Program will be served in classrooms from 9-9:15am.

### **Learning Cohorts**

A learning group is a group of students and staff who remain together throughout a school term (e.g. a school quarter, semester or year) and who primarily interact with each other. A learning group could be made up of a single class of students with their teacher, and/or multiple classes that sometimes join for additional learning activities.

## Pick up and Drop Off

Parents/Guardians: If walking, please wait outside for your child(ren) at the designated entry and exit point. The school asks for prompt drop off and pick up times. If driving your child(ren) to school, please drop off and pick up your child(ren) from the parking area next to the crosswalk below the school's driveway.

Maximum learning group sizes (inclusive of students and staff)				
STAGE 1	STAGE 2	STAGE 3	STAGE 4	STAGES5
<ul style="list-style-type: none"><li>Elementary: no limit</li><li>Middle: no limit</li><li>Secondary: no limit</li></ul>	<ul style="list-style-type: none"><li>Elementary: 60</li><li>Middle: 60</li><li>Secondary: 120</li></ul>	<ul style="list-style-type: none"><li>Elementary: 30</li><li>Middle: 30</li><li>Secondary: 60</li></ul>	<ul style="list-style-type: none"><li>Elementary: 30</li><li>Middle: 30</li><li>Secondary: 30</li></ul>	<ul style="list-style-type: none"><li>Elementary: 0</li><li>Middle: 0</li><li>Secondary: 0</li></ul>

### Communication to Parents:

1. Electronic copy of Restart Plan will be emailed to staff and families of Sk'aadga Naay Elementary School
2. Emails to families from the school and classroom teachers about what to expect in the coming weeks
3. Phone calls from staff members to families
4. Newsletter with updated information sent via email
5. The Sk'aadga Naay Restart Plan will be placed on the Sk'aadga Naay Elementary School website and Facebook page
6. Frequent SD50 Website updates from the Superintendent about the start-up plan and new and updated documents from the Ministry of Education

### School Premises:

- All classrooms will be used
- All bathrooms will be used
- Classes will enter/exit from classroom doors
- Gym will be used
- Intermediate girls' changeroom will be used as the medical room
- Staff will greet students at each designated entry point to bring them into the school. As well, staff will escort classes out when the bell rings.

### Student Entrance/ Exit

All classes will use the same entrance and exits each day. Students will use the exterior classroom doors to enter the school. Teachers will greet students at the classroom door and instruct students to wash their hands upon arrival. All classrooms are equipped with sinks, soap, and paper towel.

## **Access to the Sk'aadgaa Naay School Site**

### Visitors

- There will be limited access to visitors.
- Visitors will have to make an appointment in order to visit the school.
- The main entrance must be used by all visitors.

### Late Arriving Students

- To help ensure that the beginning of each group session runs smoothly, please try to have your child to school on time. Being on time ensures that children are able to receive more in-class instruction time. In the case that your child is late, the front door will be open for students who are late.

## **Cleaning and Hygiene**

- Students/staff will be required to wash their hands upon arrival and departure.
- Soap will be available for all classroom sinks.
- Hand washing signs are posted above every sink in the school to remind students and staff of frequent handwashing protocols.
- A custodian will clean bathrooms and high touched areas twice per day (once during the school day, once after school is dismissed)
- Gloves should be worn when using cleaning supplies.
- Provide staff and students with tissues to cover their coughs and sneezes. Students will be reminded to throw away used tissues as soon as possible and perform hand hygiene.
- Student friendly signage will be posted throughout the school outlining the key preventative COVID-19 measures including:
  - Wash your hands often
  - Avoid touching your face, eyes, nose, or mouth
  - Maintain two meter distance from others whenever possible
  - Cover your mouth and nose with your arm to cough or sneeze
- Students are to let staff know immediately if they are not feeling well.
- Staff will review all above procedures with students on the first day of student return.
- Students will need to wash their hands before and after playing on the playground
- 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 of books or paper based educational resources to students because of COVID-19.

## Appendix C: When to Perform Hand Hygiene at School

When Students Should Perform Hand Hygiene:	When Staff Should Perform Hand Hygiene:
<ul style="list-style-type: none"><li>• When they arrive at school and before they go home.</li><li>• Before and after any breaks (e.g., recess, lunch).</li><li>• Between different learning environments (e.g., outdoor-indoor transitions, from the gym to the classroom).</li><li>• Before and after eating and drinking.</li><li>• After using the toilet.</li><li>• After handling common resources/equipment/supplies or pets.</li><li>• After sneezing or coughing into hands.</li><li>• Whenever hands are visibly dirty.</li></ul>	<ul style="list-style-type: none"><li>• When they arrive at school and before they go home.</li><li>• Before and after any breaks (e.g. recess, lunch).</li><li>• Between different learning environments (e.g. outdoor-indoor transitions, from the gym to the classroom).</li><li>• Before and after eating and drinking.</li><li>• Before and after handling food or assisting students with eating.</li><li>• Before and after giving medication to a student or self.</li><li>• After using the toilet.</li><li>• After contact with body fluids (i.e., runny noses, spit, vomit, blood).</li><li>• After cleaning tasks.</li><li>• After removing gloves.</li><li>• After handling garbage.</li><li>• Whenever hands are visibly dirty.</li></ul>

## Appendix A: Summary of School-Based Control Measures

**1. STAY HOME WHEN SICK**  
*All children and staff with common cold, influenza, COVID-19, or other respiratory diseases must stay home and self-isolate.*

**2. HAND HYGIENE**  
*Everyone should wash their hands more often!*  
*Thorough hand washing with plain soap and water for at least 20 seconds is the most effective way to reduce the spread of illness.*

**3. RESPIRATORY AND PERSONAL HYGIENE**  
*Cover your coughs.*  
*Do not touch your face.*  
*No sharing of food, drinks, or personal items.*

**4. PHYSICAL DISTANCING AND MINIMIZING PHYSICAL CONTACT**  
*Spread children out to different areas.*  
*Take them outside more often.*  
*Stagger lunch times.*  
*Incorporate individual activities.*  
*Remind children, "Hands to Yourself!"*

**5. CLEANING AND DISINFECTION**  
*Clean and disinfect frequently touched surfaces at least twice a day.*  
*General cleaning of the centre should occur at least once a day.*  
*Use common cleaning and disinfectant products.*

### Health Check

- STAY HOME IF YOU ARE SICK AND/OR DISPLAYING SYMPTOMS OF COVID 19 TO AVOID SPREADING ILLNESS TO OTHERS
- Parents will be provided with a paper and digital copy of the health check to perform at home each morning

### Water

- Students are encouraged to bring full bottles of water from home
- The school district will provide bottled water for students who do not have water bottles

### Food

- Students are allowed to bring food from home
- Students and staff are not to share food
- Food will only be eaten after students have washed their hands or have used sanitizer.
- The Breakfast Program will be delivered to each classroom in the morning
- The Lunch Program will be delivered to each classroom once per week

## **PPE (Personal Protective Equipment). i.e. masks/shields**

The provincial COVID-19 document [Healthy and Safety Guidelines for K-12](https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidelines.pdf) <https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidelines.pdf> states under PPE : Staff moving from cohort to cohort must wear a mask/shield. The first aid attendant is required to wear a mask when assisting a staff member or student. Staff and students will be supplied with masks.

## **Maintaining Physical Distance Process**

- Arrows will be on the floors to show to walk on right side of the halls
- Posters will be put up around the school to support physical distancing
- Recess and lunch will staggered be scheduled for students (cohorts) and a supervision schedule will be posted. Details will be finalized prior to student start date
- The staffroom will have an occupancy limit and staff will be encouraged to go home or eat in their classrooms or the staffroom
- On the playground, students will need to stay in cohort groups and follow the physical distancing rules when not in their cohort groups

## **Playgrounds**

- Playground equipment will not be sanitized
- Students will wash their hands before and after using the playground equipment using soap and water or hand sanitizer
- Adults supervising the students will remind them to practice physical distancing
- Students will stay in their cohort groups
- If too many students are on the playground during non-scheduled recess or lunch, the adults in the class will have to find another area for students to play unless their cohort is out on the playground

## **Student Bathrooms**

- One student per time in the bathroom. Unused stalls will be locked.

## **Continuity of Supports: Students with Diverse Abilities/Disabilities Requiring Extra Support**

- LST will continue to communicate with parents of students with IEP's. This may be in person, by phone, E-mail, and/or virtually.
- LST will continue to provide individual or small group support as needed with appropriate physical distancing. More in-class support will be encouraged
- Adults working in close contact with students will wear masks/shields
- Specific plans may need to be made with students who require more one-to-one support with close proximity
- EA support will stay within Learning groups whenever possible
- If necessary and appropriate, some specialized instruction will occur virtually
- If a student is unable to attend in-person for health reasons, technology may be provided to families, if needed to meet learning outcomes and/or IEP goals and objectives
- Goals/objective may need to be revised to reflect the current situation ie: social goals

- If learning from home, students may have peer and teacher contact using technology and online resources where appropriate
- Counsellor will also connect with families as needed, information will be sent out with contact info. and resources for families
- **Note: If a medical professional determines that a student cannot attend school due to their health risks, the school district will work with the family to review alternative learning options for the student.**

### **Field Trips**

- Adults must remind students to physically distance during field trips, walks or outdoor activities (masks can be worn if physical distancing cannot be maintained).
- Classes can go on field trips with their cohort groups. If classes wish to go on field trips with a class not in their cohort group, physical distancing must be maintained.
- Hand sanitizer will be available if handwashing with soap and water is unavailable.
- Sharing of snacks is not recommended.
- If traveling by car, one student per car or a parent driver is required.
- Gloves should be worn if passing out food or equipment.
- Equipment should be wiped down with cleaner or a disinfectant wipe if needed.
- No sharing of toys or items needed on field trip unless in their cohort group.

**School-wide activities are not being planned at this time. Should they be planned in the future, the following will be implemented:**

- Physical distancing at all times
- If there is food being offered, individual packaging is preferred. Sharing of food is not recommended- gloves should be worn if handling food.
- Students should have individual items to use- no sharing of supplies or toys.
- All areas that are touched need to be cleaned by an adult.

### **Large group gatherings**

- No gatherings of more than 60 people in one area from each cohort. Tables/chairs need to follow physical distancing spacing
- If serving food, gloves should be worn, servers should handle food. All areas that are touched need to be cleaned after use
- No sharing of food or items

### **Configuration of classrooms and school areas**

- Students will use cubby areas and lockers
- Students will use indoor shoes when at school.
- Visual reminders will be posted.
- Staff will model for students appropriate physical distancing etiquette.
- Physical distancing will be challenging in a K-7 setting. Students will be supported to have minimized physical contact with one another. Adults will maintain a safe physical distance whenever possible. Masks will be worn if not in same cohort groups or when physical distancing cannot be maintained.



- Decals and tape will be placed on the floor to show either direction, boundaries, or a physically distanced area to stand on.
- When travelling up and down the hallways, students will be asked to walk very closely to the left or right walls of the hallway as distance across is less than 6 feet.

### **Staff who work with multiple cohorts**

- Some staff members will be working with multiple cohorts. These staff members will need to wear masks or shields (Learning Resource Teacher, Haida Language and Immersion Teacher, Special Education Resource Teacher, Counsellor, etc.)

### **In the event of illness**

#### **Students:**

- If students are showing symptoms such as: fever, cough, difficulty breathing, sore throat and sneezing, they will wait in the medical room
- Parents will be called to come and pick up the student
- Students will wear a mask while waiting to be picked up, if they are able to tolerate it
- Thoroughly clean the space once the student has been picked up and ensure that everyone who may have had contact with the student washes their hands thoroughly
- Only one staff member should monitor and provide care for the student while they wait to go home. Staff should wear a mask if they are not able to maintain physical distance.

#### **Staff:**

- Staff and students should not attend work/school if they are not well or exhibit any of the listed symptoms (fever, cough, difficulty breathing, sore throat and sneezing). If showing symptoms of COVID-19, staff needs to go home immediately and stay home until they have been assessed by a health care provider. If staff have been in contact with someone who has been diagnosed with COVID-19, then staff need to self-isolate for 14 days or until staff have contacted your health care professional and been given the OK to return to work.
- The 811 health line can be called for further information.
- If someone in your household has symptoms, you do not need to stay home, as long as you do not have any symptoms yourself.
- If there is a confirmed case of COVID-19 in your family, you DO need to self-isolate for 14 days.

### **Communication Materials:**

- Signage is posted regarding proper hygiene, floor markings, & physical distancing
- Emails and newsletters will be sent to families
- Information will be updated on the Sk'aadgaa Naay Elementary website and Facebook page
- Staff communication continue to be via email, virtual meetings, or face to face meetings with physical distancing
- Staff will be emailed with updated with new information from the Provincial Health Officer, WorkSafeBC and Ministry of Education. Staff, please check your emails daily for information.

- Parents, staff, and students are responsible for the following:  
practicing and encouraging good respiratory etiquette and hand hygiene, following the advice given by: 8-1-1 and/or medical professionals, and keeping children home /staying home when required or necessary

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

