

Health and Safety Plan - Revised May 2020

Cedars Christian School

Introduction

The health and safety of staff and students is of primary importance in our work at Cedars Christian School. The purpose of this Health and Safety Plan is to outline the Cedars-specific application the Ministry of Education's [Provincial COVID-19 Health & Safety Guidelines for K-12 Settings](#), the Ministry of Health's [COVID-19 Public Health Guidance for K-12 School Settings](#), and [WorkSafeBC Safe Operating Protocols \(K-12 Education\)](#).

It is required that all independent school authorities address all the requirements of the above documents in their [Stage 3 Continuity of Learning \(PDF\)](#) health and safety planning, and inform all community members of their roles and responsibilities in promoting and maintaining a safe and healthy school setting. This Health and Safety Plan provides detail or context to some of the parameters to provide clarity. Staff and parents/caregivers are encouraged to review all of the documents linked above to inform their work and/or decision to have their children return to in-class instruction.

Although this Health and Safety Plan has been primarily drafted in response to the COVID-19 pandemic, the key message of **"Give SPACE - CLEAN with Care"**, and many of the measures outlined below, would apply for reducing transmission of *any* communicable disease in a PreK-12 school context. Some of these measures will, at first, require focus and attention but will, in time and with practice, fade to the background as routine. Finally, it is to be noted that all of these measures are secondary to promoting a strong immune system through healthy diet, regular exercise, and getting enough sleep.

Infection Prevention and Exposure Control Measures for Communicable Diseases

Give SPACE

Public health measures to *reduce transmission* of communicable diseases involve giving one another space by *reducing contact intensity* and *minimizing the number of overall contacts*. This means adjustments to the *type* (close/distant) and *duration* (brief/prolonged) of contact and the number of people permitted in a setting at one time.

Specifically, within the PreK-12 setting of Cedars Christian School, this means:

1. Staying home if you are sick.

- a. *Daily self-assessment.* Staff are required to perform daily self-assessment for common-cold, influenza, and [COVID-19 like symptoms](#) prior to coming to work. Parents/Caregivers must assess their child(ren) daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease before sending them to school. Staff or Parent/Caregivers that are unsure how to interpret symptoms, are encouraged to use the [BC COVID-19 Self-Assessment Tool](#) or consult with their physician.
- b. 14 day self-isolation for staff and students is **mandatory** for those identified as a close contact of a confirmed case or an outbreak of COVID-19, OR if they have recently returned from travel outside of Canada.

- c. 10 day self-isolation for staff and students is **required** for those with COVID-19 symptoms. Staff and or students may return to school if one of the following conditions are met:
 - i. Symptom-free after 10 day self-isolation, OR
 - ii. Note from physician indicating COVID-free and symptom-free (may be <10 days)

2. Physical distancing where possible and minimizing physical contact.

Note: The current PHO advice regarding physical distancing in PreK-12 context is to “*minimize physical contact*” with younger children, and “*physical distance where possible*” with adolescents.

- a. *Limiting the number of students (school density) overall.* In Stage 3, we will provide in-class instruction for approximately 50% of our K-7 students at any given time, and offer our high school students up to 20% in-class instruction per week, [as per Ministry guidelines](#).
- b. *Limiting class sizes.* We will limit our K-12 class sizes based on a number of considerations: age of students, size of classroom, usable space within classroom, learner profiles, number of staff working with children, and type of classroom furniture. Overall, class sizes in Stage 3 will be smaller than their pre-COVID capacity.
- c. *Classroom seating will be arranged to maximize physical distancing.* In Stage 3, non-essential classroom furniture will be removed and desks/tables will be arranged to strike a balance between good pedagogy (teaching and learning) and physical distancing.
- d. *Adjusting schedules and staffing, staggering breaks, and managing movement.* K-7 students will spend their instructional and staggered break times with their classroom units. Primary classroom exterior doors will be used for entering and exiting the classroom. Staff will move to support high school students in home rooms. High school students will be encouraged to take breaks outside and/or in the foyer, respecting physical distancing.
- e. *Using outdoors more often.* K-7 students will take supervised, daily outdoor breaks with their classroom units. Some instructional/work spaces will be set up in the staff parking lot for K-12 use in good weather. High school students will be encouraged to take breaks outside whenever possible.

3. Stage 3 specific administrative actions.

- a. *No large assemblies of 50+ persons will be allowed at this time,* as per PHO order. Larger gatherings (>20 persons) at the school will be held outside.
- b. *Off-campus field trips will be cancelled.* There will be no organized activities involving school busing or parent-drivers in Stage 3 operations.
- c. *Staff members and students will be sent home if symptomatic.* Students who become sick will wait in a separate, supervised setting until notified parents/caregivers can pick their child up.
- d. *School will notify our public health office to report increased absenteeism due to sickness.*
- e. *Access to the school will be limited to staff and students,* with some exceptions. In Stage 3, parents/caregivers will be encouraged to conduct business virtually. Payments can be made online or by phone. Office staff will resume 8am-4pm hours on June 1st. In-person meetings and service may be arranged by appointment.
- f. *The playground will be open for use at specified times only.* The playground will be closed before (8:30am) and after (12:30pm) school, but will be used by small groups during school hours and by our after school care group. Parents, caregivers, and visitors will be encouraged to visit in the gravel parking lot.

- h. *School days will have a “soft” start and dismissal.* Students are to report to classrooms between 8:30-9:00am, and are to be picked up between 12-12:30pm. Primary (K-3) students will enter and exit at exterior room doors (not main elementary entrance) and intermediate (4-7) students at cabin doors. High school students will be assigned to “home” rooms. Students are to report directly to their class or home rooms immediately at the beginning of the day, and must be picked up from classrooms (K-7) or the gravel parking lot (Grades 8-12) between 12-12:30pm.
- i. *Before and after school care will be available upon request only.* If you are interested in after school care, please contact the main office for details. Priority will be given to children of essential care workers and vulnerable learners.

CLEAN with Care

Environmental cleaning and disinfection, and personal hygiene measures prevent indirect transmission from contaminated surfaces.

Specifically, within the PreK-12 setting of Cedars Christian School, this means:

1. Regular cleaning and disinfecting.

- a. *Professional, general cleaning and disinfecting **once a day.***
- b. *Professional, targeted cleaning and disinfecting of frequently-touched surfaces **twice per day.*** This includes door knobs, light switches, toilet handles, desks, tables, and chairs.
- c. *General cleaning and disinfecting of rooms used by multiple groups.* In particular, rooms that will be used for supporting before and after school care, and for work with vulnerable learners.
- d. *Routine, staff-initiated classroom cleaning and disinfecting.* Students will participate in cleaning and disinfecting materials in the classroom before and after use, and at the end of the day.

2. Practicing hand hygiene.

- a. *Hand washing will take place at all significant transitions,* including: start/end of day, between activities, before and after snacks and outdoor play.
- b. *Rigorous hand washing with soap and water,* hand-sanitizing when necessary. Portable washing stations will be installed in the cabins without sinks, and at entrances to the main building to support hand washing with soap and water as our primary cleaning methodology. Approved alcohol-based hand rub will be made available in locations where hand washing is not easily accessible.

3. Removing or limiting items not easily cleaned. Classroom materials (soft toys, etc.) and furniture that are not easily cleaned and/or disinfected will be removed from classrooms. Students will be encouraged to limit materials that they bring to school to essential school supplies and snacks.

4. Limiting shared materials and technology. Although paper-based learning resources are not deemed to be a risk, students will generally be discouraged from sharing school supplies (pencils, calculators, etc.). All shared technology will be cleaning and disinfecting prior to and after use.

5. Sharing of food and drink will be prohibited.

- a. *Water fountains will be disabled.*
- b. *Individual water bottles may be filled at stations around the school.* Single use drinking cups will be provided, only if necessary.