

# Health and Safety Plan - Revised August 29, 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 of the [Operational Guidelines for School Districts and Independent School Authorities](#) (August 17, 2020), BC Centre for Disease Control [Public Health Guidance for K-12 Settings](#) (July 29, 2020), the [Provincial COVID-19 Health & Safety Guidelines for K-12 Settings](#) (August 28, 2020), and WorkSafe BC's [K-12 Education: Protocols for Returning to Operation](#) (August 11, 2020).

It is required that all independent school authorities address all health and safety guidance in the above documents in their 2020/21 Restart Plan, and inform all community members of their roles and responsibilities in promoting and maintaining a safe and healthy school and workplace setting. This Health and Safety Plan provides clarity and/or context for some of the health and safety guidance. It is not intended to be an exhaustive listing of all health and safety measures. 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. The measures in each section are listed to reflect their relative effectiveness in relation to the CDC's [Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease](#). 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 are **required** to 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 **required** 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 members and students is **required** for those with cold, influenza, or COVID-19 symptoms.
  - i. Staff and students will be asked to stay home and self-isolate until COVID-19 has been excluded\* by a health-care provider **and** symptoms have resolved.
  - ii. Staff and students may return to school in less than 10 days **only if** COVID-19 has been excluded\* **and** symptoms have resolved.
  - iii. \*Exclusions may be obtained through HealthLinkBC (8-1-1) call and/or assessment by a primary care provider like a physician or nurse practitioner.

## 2. Going home if you are sick.

- a. *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. Students will be provided a non-medical mask if they do not have one and/or given the option to wait outside with a supervisor. Older students (with permission) and staff who become sick are to go home immediately.

## 3. 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. *Classroom seating will be arranged to maximize physical distancing.* In Stages 2 and 3, non-essential classroom furniture will be removed from classrooms. Desks/tables will be arranged to strike a balance between *good pedagogy* (teaching and learning) and *physical distancing*. It is **not** expected that students within a cohort are seated 2 metres apart.
- b. *Adjusting schedules, staggering breaks, and managing movement.*
  - i. K-12 students will participate in learning and staggered break times primarily within their cohorts.
  - ii. K-2 classroom exterior doors on the main building will be used for entering and exiting the classroom until it is prohibited by winter weather conditions.
  - iii. Grades 3-7 students will enter and exit their cabins to and from the main building for PE, French and Music with coordinated transitions that allow traffic flow that maintains physical distancing between cohorts.
  - iv. High school students will also have staggered cohort breaks, and will move between classes with short, coordinated transitions that facilitate traffic flow that maintains physical distancing between cohorts. Individual lockers will be assigned to maximize physical distancing between cohorts.
- c. *Using outdoors more often.* All students will be encouraged to take breaks outside with their class and/or cohort, when weather permits. Some learning spaces will be set up outside for K-12 use in good weather.

## 4. Organizing students into elementary and secondary school cohorts. **(NEW)**

The cohort model is being employed to *minimize the number of overall contacts* and assist with *contact tracing* in the event of infection. Note that contract tracing is the responsibility of public health authorities. Cedars will assist by providing contact information, upon official request.

Students and staff in a cohort will *learn* and *take breaks* together, and interact with other cohorts only in contexts where strict (2 metre) physical distancing can be maintained. You can read more about the Ministry prescribed cohort or “learning groups” [here](#).

- a. *Elementary students and staff will be organized into cohorts of approximately 60 persons.* Cohorts will be organized in grade-based clusters (example K/1s, 2/3s, etc.).
- b. *High school students will be organized into Grade 8/9 and Grade 10-12 cohorts (approximately 70 persons each).*
- c. *Some elementary staff, and most high school staff will work with multiple cohorts.* As such, they will adhere to strict (2 metre) physical distancing in their work with students and one another.

#### **5. Stage 2 and 3 specific administrative actions.**

- a. *School gatherings will be carefully vetted; virtual options will be explored for large cohort and/or multi-cohort gatherings.* The gathering restriction of <50 persons does not apply in the controlled, K-12 school setting; however, the school will approach the organizing of in-person, larger assemblies and chapel times with care.
- b. *Off-campus field trips in Stage 2 will be carefully vetted; walking, biking, and school bus travel options will be considered. Off-campus field trips will not be permitted in Stages 3-5.* Specific health and safety details regarding transportation will be communicated to parents in field trip permission forms. Bus drivers will be given a checklist of health and safety measures to follow, and supplies for cleaning and disinfecting.
- c. *School will notify our public health office to report increased absenteeism due to sickness.*
- d. *School will provide contact information to the public health office, upon official request, to assist in contact tracing.*
- e. *Non-staff and student access to the main building will be minimized.* In Stage 2 and 3, parents/caregivers will be encouraged to visit outside and conduct business virtually. Payments can be made online (anytime) or by phone between the hours of 8am-4pm. In-person meetings with staff are requested to be “by appointment” whenever possible. Outdoor spaces for physically distanced visiting will be identified and made available to parents and caregivers. Visitors and volunteers will be required to follow spacing and cleaning protocols, wear a mask, and sign-in at the main office for emergency and contact tracing purposes.
- f. *The playground will be open for use at specified times only.* The playground will be closed to K-12 students between 8:10-8:30am and between 3-3:30pm (1:30-2:00pm, Wednesdays) to facilitate physical distancing between elementary cohorts and assist with minimizing the *type* and *duration* of contact in peak traffic flow periods. The playground will be open for use **by elementary cohorts only** during school hours (9am-3pm). Parents and caregivers are permitted to supervise their own preschool aged children on the playground between 8:10-9am.
- g. *School days will have “soft” and “hard” start and dismissal times.* K-12 classes will begin at 8:30am, sharp. Elementary students are to report directly to classrooms between 8:10-8:25am, and are to be picked up between 2:55-3:15pm. K-2 students will enter and exit at exterior room doors (not main elementary entrance) and Grade 3-7 students at cabin doors. High school students will report directly to their A-block classes upon arrival between 8:10-8:25am and are to be picked up between 2:55-3:15pm, unless they have cohort-based, extracurricular activities

they are participating in after school. **Strict (2m) physical distancing is to be maintained by all** students, staff, and parents/caregivers during drop-off and pick-up windows.

- h. *Before school care will only be available in Stage 3, with priority given to children of essential care workers and vulnerable learners. In Stages 2 and 3, parents and caregivers may submit an application for paid, after school care services.*

**6. Non-medical masks will be provided for all high school students and staff. (NEW)**

- a. In the most recent, provincial COVID-19 health and safety guidelines, non-medical masks are required for high school students and staff in the following situations:
  - i. In high traffic areas (such as buses)
  - ii. In common areas (such as hallways)
  - iii. In cross-cohort interactions where physical distancing cannot be maintained
- b. Cedars' Restart Plan is designed to minimize cross-cohort, high traffic situations and allow for physical distancing in common areas.
- c. Non-medical masks are required for staff who provide close proximity health care to others.
- d. Non-medical masks are provided to students who present COVID-like symptoms at school prior to going home or being picked up by a parent/caregiver.
- e. Non-medical masks are **not** recommended for elementary students and are **not** recommended to be used at all times. PPEs are at the bottom of the inverted pyramid of interventions, and all other levels of prevention measures (*staying home when sick, cleaning and disinfecting, use of cohorts, adapting learning environments, physical distancing, hand hygiene*) should be explored ahead of the use of non-medical masks.
- f. At Cedars, respect will be shown to those who choose to wear a non-medical mask, and to those who cannot wear a mask for medical reasons.

## **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. *Targeted cleaning and disinfecting of frequently-touched surfaces at least **twice per day.*** This includes door knobs, light switches, toilet handles, desks, tables, and chairs.
- c. *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.
- d. *Cleaning checklists will be maintained in every classroom.*

**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 and maintained in the cabins without sinks to support hand washing with soap and water as our primary cleaning methodology. Approved alcohol-based hand rub will be made available at main building entrances and 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 that are shared across cohorts. Students will be encouraged to limit materials that they bring to school to essential school supplies.
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.** Individual water bottles are recommended, and may be filled at water stations around the school.