



SCHOOL DISTRICT NO. 73  
(Kamloops - Thompson)

## **Arthur Hatton Communicable Disease Prevention Plan**



Please use the [SD73 Safe and Healthy Facilities Communicable Disease Prevention Plan](#) to develop this plan for your school.

**Updated: January 2022**

### **Supporting Staff Safety**

All staff will be orientated to the District's [Safe and Healthy Facilities Communicable Disease Prevention Plan](#) and the schools' Communicable Disease Prevention Plan by Friday, January 7<sup>th</sup>.

All staff K-12 are required to wear non-medical masks indoors, in schools, and on school buses.

All staff K-12 will complete a Daily Health Check prior to attending school.

The plan to maintain personal spacing between staff in staff only spaces is: capacity limits in the staffroom, signage to remind of personal space and discussions (if necessary) at JHSC Meetings.

### **Communication to Parents/Guardians**

This updated Communicable Disease Prevention Plan will be communicated to parents and guardians by January 7<sup>th</sup>, 2022. This includes posting a copy of the plan on the school's website.

Information on Daily Health Check for parents to complete at home with their child will be emailed to parents prior to January 7<sup>th</sup>, 2022.

New students and families will be provided with health screening information when registering.

### **Supporting Student Safety**

All students will be orientated to the appropriate sections of the District's *Safe and Healthy Facilities Communicable Disease Prevention Plan* and the schools' Communicable Disease Prevention Plan on Tuesday, September 7<sup>th</sup>.

All students, Kindergarten- grade 12 are required to wear non-medical masks indoors, in schools, and on school buses unless they have an exemption as per [the PHO Order on Face Coverings](#)

- Students should not enter the building without a mask
- Teachers should have masks available for students,

Students who need a non-medical mask can access one from his/her classroom teacher or the school office. Each student in Kindergarten- Grade 6 will be provided with one reusable mask. Families will be requested to

send a mask daily with their children.

The plan to ensure personal spacing of students, including considerations for entering and exiting the school, moving from classroom to classroom and to and from common spaces is: Students will enter and exit through their classroom fire doors for all purposes. Expectations for personal space will be reviewed in classrooms and for all common areas. Teachers will reinforce to their students that they must wait to move in the hallway if another class is using the hallway. Signage will help to remind students to respect personal space.

#### **Enhanced Measures (January 2022) – Maximize space between students and staff:**

- Use available space to spread people out, both in learning environments and for gatherings and events, where possible.
- Students will be picked up and dropped off at their exterior classroom doors
  - Parents will wait outside and be asked to maintain physical distancing during these times
  - Reminders will be sent home to parents.
- Focus on entry and exit areas, and other places where people may gather or crowd.
  - Students will be reminded not to crowd at entrances and provide personal space when lining up
- Stagger recess/snack, lunch and class transition times to provide a greater amount of space for everyone
  - Supervisors will discourage crowding and monitor physical distancing with students
  - Classrooms will monitor entry into the hallway, to allow for staggered access to backpacks and personal belongings
- Manage flow of people in common areas, including hallways and around lockers, to minimize crowding and allow for ease of people passing through.
  - Bathroom access will be limited to two students at a time
  - Cones will be utilized to show current bathroom usage
  - In class sinks will be encouraged to be used
  - Floor markings and posters are available to address traffic flow throughout the school.
  - Students are to walk with their right shoulder beside the wall
- If Students are sick
  - Parents/guardians will be contacted to pick up student
  - Students are to sit at the table by the alarm box as they await pick up from their parent/guardian
  - The custodian will clean all areas that the student has been in contact with

#### **Lockers**

The plan for student locker use is: students will use lockers designated by his/her teacher. Classes using lockers will access lockers on a staggered schedule to avoid crowding.

#### **School Gatherings and Events**

##### **Enhanced Measures (January 2022)**

- School gatherings and events are to be held virtually (e.g. assemblies, etc.); if they must be in-person, limit the number of people to no more than 50% operating capacity.
- Staff-only gatherings are to be held virtually (e.g. staff meetings, professional development, etc.).
- At this time, no spectators or audience members are allowed at any school events or

gatherings.

- For spaces without defined operating capacity, schools should determine a capacity limit that is, at most, half the number of individuals that would be within the space for that activity or event if prevention measures weren't in place

## **Visitors**

- All visitors are required to complete a Daily Health Check prior to entering the school.
- All visitors are required to wear non-medical masks indoors, in schools.
- To further support student and staff safety, the procedure for visitors will be: to complete the Visitor orientation, to sign in at the office and to screen visitors for essential purposes only.
- All visitors will review the Arthur Hatton Communicable Disease Prevention Plan
- All volunteers are required to participate in training prior to working with students and staff in schools. The process for this training will be: once a volunteer is identified, he/she will need to communicate with Mr. Johnson or Mrs. Edstrom to arrange to participate in the orientation.

## **Field Trips**

Enhanced Measures (January 2022)

- At this time, field trips are still being contemplated and we are awaiting direction from the Medical Health Officer.

## **Student Transportation on Buses**

How will students line up for buses to ensure personal spacing?

- Before school: CEAs will remind students to respect personal space. CEAs will direct the students where they should stand.
- After school: CEAs will remind students to respect personal space. CEAs will direct the students where they should stand.

Considerations for inclement weather:

- CEAS will supervise bus students indoors and ensure that personal space is being practiced.

## **Food Services/Lunch**

The plan for delivery of food services or lunch is"

- Students in the breakfast program will be asked to lineup with personal space in mind.
- Seating will be arranged so that there is ample space between all students.
- Lunches will be delivered to each class by the trained parent volunteer.
- Normal food and safety measures and requirements will be followed as per FoodSafe Level 1 and the cleaning and disinfecting measures outlined in the School District 73 Communicable Disease Prevention Plan will be implemented.

Enhanced Measures (January 2022)

- Food sharing is restricted. No homemade food items are to be brought into schools at this time.
- PAC lunches are allowed as long a

**Bell Schedule**

Warning Bell: 8:25 am  
 Start of Day: 8:30 am  
 Start of Recess: 10:20 am  
 End of Recess: 10:35 am  
 Start of Lunch: 11:55 am  
 Warning Bell: 12:50 pm  
 End of Lunch: 12:55 pm  
 End of Day: 2:41 pm

**Extra-Curricular Activities**

The plan for supporting student safety while participating extra-curricular activities: Students partaking in extra-curricular activities will be reminded to respect the personal space of others, adult supervision will be present at all times to ensure safety and that all guidelines are being followed. Signage will be posted to reinforce these expectations.

**Enhanced Measures (January 2022)**

All extracurricular sports tournaments are currently on hold.

- Sports tournaments are defined as a single or multi-day gathering of three or more sports teams, who come together outside regular league play for the purpose of teams playing against multiply other teams. This does not include a gathering where team members compete on an individual basis against members of other teams or, a gathering where the result will decide if a team will advance to play in a national or international competition.
- Spectators are currently not allowed in schools

<b>Administrative Measures</b>	
<b>Entrance and Exits</b>	<p>Strategies are in place to prevent crowding during class transition times (e.g., staggered start/stop times, or recess/snack, lunch and class transition times).</p> <ul style="list-style-type: none"> <li>• Classroom outside exit doors will be used where possible</li> <li>• Where there is no outside classroom door, classrooms will use the closest hallway entrance / exit</li> <li>• No more than 2 classes will use any one entrance / exit</li> </ul>

<b>Space Arrangement</b>	In indoor spaces, people have enough room to carry out intended activities without involuntary physical contact. <ul style="list-style-type: none"> <li>• Teachers to arrange classrooms to maximize space to move around</li> <li>• Teachers to ensure where possible that students are not sitting face-to-face</li> </ul>
	Spaces are configured to maximize space between people.
<b>Staff-Only Gatherings</b>	Staff gatherings (e.g., staff meetings, in-service and professional development activities, etc.) occur virtually. <ul style="list-style-type: none"> <li>• Staff meetings, Professional Development, School Assemblies, PAC meetings, IEP meetings and other meetings will occur through Zoom unless extenuating circumstances exist</li> </ul>
<b>Itinerant Staff, Temporary Teachers on Call and Other Visitors</b>	Process in place to ensure itinerant staff, Teachers On-Call and visitors are aware of the school's health and safety measures and their responsibility to follow them at all times. <ul style="list-style-type: none"> <li>• The school CDPP will be available at the entrance to the school and in the office where itinerant staff, TTOCs and other visitors can consult it upon arrival</li> </ul>
<b>Gatherings &amp; Events</b>	School gatherings and events (e.g., assemblies, etc.) are held virtually, whenever possible. <ul style="list-style-type: none"> <li>• School gatherings and events will be held over Zoom or recorded and shared on Youtube.</li> </ul>
	If gatherings and events must be in-person (e.g., inter-school sports game, theatre productions), the number of people in attendance is minimized as much as possible, does not exceed 50% operating capacity, and spectators are not present. <ul style="list-style-type: none"> <li>• Use this wording</li> </ul>
<b>Extracurricular Activities</b>	Sports tournaments are paused. <ul style="list-style-type: none"> <li>• Use this wording</li> </ul>
<b>Hand Hygiene</b>	Hand cleaning facilities are available and accessible throughout the school and are well maintained. <ul style="list-style-type: none"> <li>• Classrooms have sinks and hand soap available</li> <li>• Where a sink and hand soap is not available, hand sanitizer will be provided</li> </ul>
<b>Environmental Measures</b>	
<b>Learning Space Configuration</b>	Learning spaces are arranged to maximize the space available and to avoid people directly facing one another (where possible). <ul style="list-style-type: none"> <li>• Teachers to ensure students are not sitting face-to-face</li> <li>• Teachers to arrange classrooms to maximize space to move around</li> </ul>
<b>Increased Cleaning and Disinfecting</b>	Frequently touched surfaces (those touched by larger numbers of people) are cleaned and disinfected at least 1x/day. Surfaces touched by fewer people are cleaned 1x/day. <ul style="list-style-type: none"> <li>• Frequently touched surfaces are cleaned twice a day</li> </ul>

	<p>Practices are in place to clean and disinfect frequently touched surfaces when they are dirty.</p> <ul style="list-style-type: none"> <li>• At the request of staff</li> </ul>
	<p>Other general cleaning occurs in line with regular practices.</p>
	<p>Practices are in place to clean and disinfect any surfaces a person's body fluids have contacted after they have displayed symptoms of illness.</p> <ul style="list-style-type: none"> <li>• Contact the custodian who will clean the area immediately</li> </ul>
<b>Ventilation and Air Exchange</b>	<p>All HVAC systems are operated and maintained as per standards and specifications and are working properly.</p>
	<p>Schools with recycled/recirculated air systems have upgraded their current filters to MERV 13 where possible or have identified mitigation efforts.</p>
	<p>If using portable fans or air conditioning units, ensure they are set up to move air downward and not blowing air directly from one person's breathing zone to other occupants of a room. Avoid horizontal cross breezes.</p>
	<p>Risk mitigation strategies are identified for excessive heat events or times of poor air quality.</p> <ul style="list-style-type: none"> <li>• The school will work with the district to identify appropriate next steps</li> </ul>

<b>Personal Measures</b>	
<b>Daily Health Checks</b>	<p>Parents and students are reminded of their responsibilities to complete a Daily Health Check and are provided with resources on how to complete one (e.g., the <a href="#">K-12 Health Check</a> app).</p>
<b>Stay Home When Sick</b>	<p>Staff and students are reminded to stay home when they are sick.</p>
<b>Symptoms Develop at School</b>	<p>Practices are in place to appropriately respond when a staff member, student, or other person develops symptoms of illness while at school.</p> <ul style="list-style-type: none"> <li>• Staff members are sent home and the school will arrange to have their classroom assignment covered</li> <li>• Students are sent to the office where the school will contact home for further direction</li> <li>• If students or staff have to wait in the building with symptoms they will wait in the lobby and 2m space will be respected</li> </ul>

**Personal Protective Equipment**

<b>Masks</b>	Everyone at school (without exemptions), wear masks in accordance with the <a href="#">PHO Order on Face Coverings</a> .
	Schools work with those with mask exemptions to explore potential strategies to reinforce and enhance other safety measures, as described in the <a href="#">COVID-19 Planning Resource: Mask Exemptions</a> .
	Masks are available for those who have forgotten theirs.
<b>Supportive School Environments</b>	
<b>Personal Prevention Practices</b>	Strategies are in place to routinely support students to practice personal prevention measures like wearing a mask and hand hygiene (e.g., signage, including in morning announcements, etc.). <ul style="list-style-type: none"> <li>• Classroom teachers to review expectations with students</li> </ul>
<b>Personal Space</b>	Strategies are in place to encourage staff and students to consider and respect others personal space. Personal space is the distance from which a person feels comfortable being next to another person. <ul style="list-style-type: none"> <li>• Classroom teachers to review expectations with students</li> </ul>
<b>Positive and Inclusive Approaches</b>	Positive and inclusive approaches aligned with existing school/sector practices to address behaviour/personal practices are used. <ul style="list-style-type: none"> <li>• Language and actions will positively reinforce health and safety expectations</li> </ul>