

Education Restart Guidelines for Schools K-12 (COVID-19)



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K-12 Education Restart Plan

The Ministry of Education has a five-stage approach for resuming in-class instruction in a measured way to align with [B.C.'s Restart Plan](#). Each stage will be guided by health and safety guidelines, measures, protocols and orders as well as the principles developed for continuity of learning during the pandemic:

- Maintain a healthy and safe environment for all students, families and employees
- Provide the services needed to support the children of our essential workers (ESWs)
- Support vulnerable students who may need special assistance
- Provide continuity of educational opportunities for all students

STAGE 1 SCHOOL DENSITY TARGETS 100%	STAGE 2 SCHOOL DENSITY TARGETS K-7: 100% Grade 8-12: 40%	STAGE 3 SCHOOL DENSITY TARGETS K-5: 50% Gr. 6-12: 20%	STAGE 4 SCHOOL DENSITY TARGETS K-12: 20%	STAGE 5 SCHOOL DENSITY TARGETS K-12: 0%
<p>In-class instruction:</p> <p>K-12: 5 day per week</p>	<p>In-class instruction:</p> <p>K-7: 5 days per week</p> <p>Grade 8-12: 2 days per week</p> <p>-----</p> <p>5 days per week available for:</p> <ul style="list-style-type: none"> ✓ Children of essential service workers ✓ Students with disabilities/ diverse abilities ✓ Students who require additional supports <p>-----</p> <p>Remote/online instruction:</p> <p>Balance of learning</p>	<p>In-class instruction:</p> <p>K-5: 2 to 3 days per week</p> <p>Gr. 6-7: 1 day per week</p> <p>Gr 8-12: 1 day per week</p> <p>-----</p> <p>5 days per week available for:</p> <ul style="list-style-type: none"> ✓ Children of essential service workers ✓ Students with disabilities/ diverse abilities ✓ Students who require additional supports <p>-----</p> <p>Remote/online instruction:</p> <p>Parent/Guardian choice to return to in-class instruction optional</p> <p>Balance of learning</p>	<p>In-class instruction:</p> <p>K-12: Limited</p> <p>-----</p> <p>5 days per week available for:</p> <ul style="list-style-type: none"> ✓ Children of essential service workers ✓ Students with disabilities/ diverse abilities ✓ Students who require additional supports <p>-----</p> <p>Remote/online instruction:</p> <p>K-12: Majority of all students</p>	<p>In-class instruction:</p> <p>K-12: None</p> <p>-----</p> <p>Suspend all in-class instruction for all grades and students</p> <p>-----</p> <p>Remote/online instruction:</p> <p>K-12: All Students</p>

Steps for moving from Stage 4 to Stage 3 on June 1

Prior to June 1, Boards of Education and local unions will facilitate a process with education partners to develop multiple suggested delivery models that do not increase current teacher workload and meet the needs of students during Stage 3. The decision regarding the model adopted by school districts will be done in collaboration with the local union.

May 15th

- Release of K-12 Education Restart Plan and Planning & Reporting template.

May 15th – 22nd

- School districts will develop plans outlining their approach to delivering education during Stage 3 and submit their plans to the Ministry for review.

May 25th – 29th

- Administrators to be available and on-site at schools to ensure [health and safety measures](#) are in place.

June 1st

- Stage 3 of the K-12 Restart Plan starts.

Restart Health and Safety Requirements

COVID – 19 Safty Plan

Prior to the reopening of schools, [WorksafeBC](#)¹ and the [Provincial Health Officer](#)² (PHO) have mandated that a **COVID – 19 Safty Plan** be developed and implemented. The District has developed a General COVID-19 Safety Plan based on the updated [BCCDC COVID-19 Public Health Guidance for K-12 School Settings](#), WorksafeBC's recommended safety protocols and orders from the PHO. The Distrcit COVID-19 Safety Plan includes a general risk assessment for schools and outlines the general policies, guidelines, and procedures put in place to reduce the risk of COVID-19 transmission. The COVID-19 Safety Plans plan are to follows the six steps outlined by WorksafeBC for [Returning to Safe Operation](#).

As each school is unique, there may be site specific circumstances that need additional safety protocols to be taken under consideration. As such, schools may need to prepare a Site Specific COVID-19 Safety Plan to address any conditions at their site that are specific to their location. In this process, schools must involve frontline workers, joint health and safety committees, and supervisors in identifying any areas of concern that are not already addressed in the District COVID-19 Safety Plan and develop and implements site specific protocols. You do not need a formal plan in place to begin operation, but are expected to develop it while protecting the safety of your Staff.

WorkSafeBC will not be reviewing or approving the plans of individual employers, but in accordance with the order of the Provincial Health Officer, **this plan must be posted at the worksite**. During a WorkSafeBC inspection, WorksafeBC officers will ask sites about the steps they have taken to protect their workers or to see the plan if it has been developed.

Considerations when completeing a Site Specific COVID Safety Plan

COVID-19 and Children and Youth

- COVID-19 virus has a very low infection rate in children and youth. In BC, less than 1% of children and youth tested have been COVID-19 positive. Most children and youth are not at high risk for COVID-19 infection.
- Children under 1 year of age and those who are immunocompromised or have pre-existing pulmonary conditions are at a higher risk of severe disease (visit the BCCDC Priority Populations page for further details).
- Children who are considered more vulnerable can receive in-person instruction. Parents and caregivers are encouraged to consult with their health care provider to determine if their child should attend in-person instruction if they are uncertain.
- Children and youth typically have much milder symptoms of COVID-19 most often presenting with low-grade fever and a dry cough. GI symptoms are more common over the course of disease, while skin changes and lesions, are less common.
- Many children have asymptomatic disease. However, there is no conclusive evidence that children who are asymptomatic pose a risk to other children or to adults.
- Evidence indicates transmission involving children is primarily limited to household settings, and from COVID-19 positive adults to children. Most cases in children have been linked to a symptomatic household member.
- Clusters and outbreaks involving children and youth are unusual and tend only to occur in areas where there are high levels of community spread.

¹ <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/education>

² <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>

- Children are not the primary drivers of COVID-19 spread in schools or in community settings.
- Schools and childcare facility closures have significant negative mental health and socioeconomic impacts on vulnerable children and youth.
- Prevention measures and mitigation strategies involving children and youth must be commensurate with risk.
- Adolescent children should physically distance themselves where possible when outside the family unit or household.
- For younger children maintaining physical distance is less practical and the focus should be on minimizing physical contact instead.

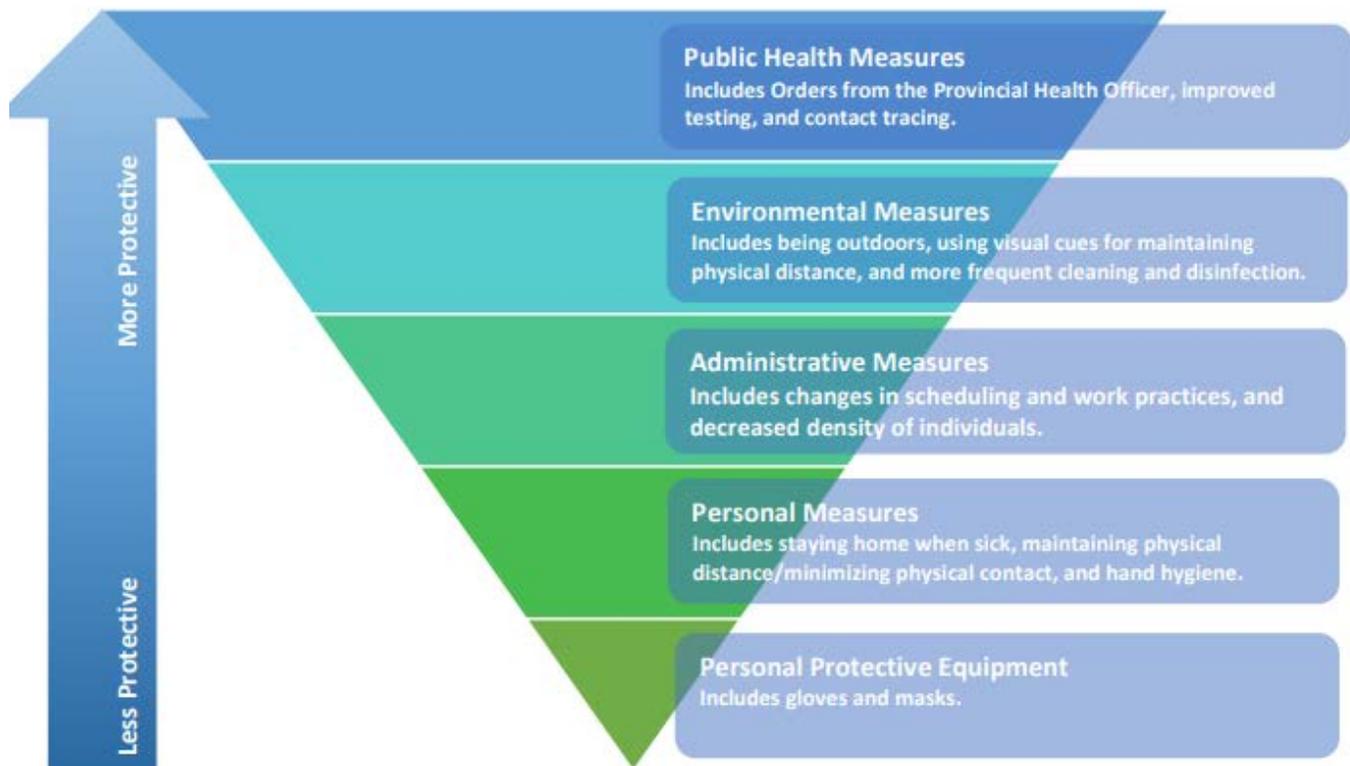
COVID-19 and Adults

- While COVID-19 impacts adults more than children, some adults with specific health circumstances are at an increased risk for more severe outcomes, including individuals:
 - Aged 65 and over,
 - With compromised immune systems, or
 - With underlying medical conditions.
- Most adults infected with COVID-19 will have mild symptoms that do not require care outside of the home.

Infection Prevention and Exposure Control Measures

Infection prevention and exposure control measures help create a safe environment for students and staff. Control measures at the top of the hierarchy are more effective and protective than those at the bottom. By implementing a combination of measures at each level, the risk of COVID-19 is substantially reduced.

The Hierarchy for Infection Prevention and Exposure Control Measures for Communicable Disease



Public Health Measures are actions taken across society at the population level to limit the spread of the SARS-CoV-2 virus and reduce the impact of COVID-19. The Provincial Health Officer has implemented public health measures, including: prohibiting mass gatherings, requiring travellers to self-isolate or quarantine upon arrival in B.C., effective case finding and contact tracing, and emphasizing the need for people to stay home when they are sick.

Environmental Measures are changes to your physical environment that reduce the risk of exposure. Examples include being in outdoor spaces, ensuring good ventilation and air exchange, using visual cues for maintaining physical distance, erecting physical barriers where appropriate and frequent cleaning and disinfection.

Administrative Measures are measures enabled through the implementation of policies, procedures, training, and education. Examples of these include health and wellness policies, decreased density in classrooms, staggered schedules and using virtual learning opportunities.

Personal Measures are actions individuals can take to protect themselves and others. Examples include maintaining physical distance/minimizing physical contact, washing your hands frequently, coughing into your elbow and staying home from work if you are sick.

Personal Protective Equipment is the last and least effective of the infection prevention and exposure control measure and should only be considered after exploring all other measures. PPE is not effective as a stand-alone preventive measure, should be suited to the task, and must be worn and disposed of properly. Outside of the health care settings, the effectiveness of PPE is generally limited to protecting others should you be infected.

Personal Protective Equipment (PPE)

WorksafeBC has provided the following information regarding the use of PPE:

[BC Centre for Disease Control \(BCCDC\) guidance for K-12 school settings](#) is that personal protective equipment, such as masks and gloves are not needed, beyond those used by staff as part of regular precautions for the hazards normally encountered in their regular course of work. Where PPE has been identified for tasks prior to COVID-19 pandemic, continue to use this PPE when performing these tasks.

The updated [BCCDC COVID-19 Public Health Guidance for K-12 School Settings](#) also notes the following:

Managing students with complex behaviours, on a delegated care plan or experiencing a health emergency may require staff to be in close physical proximity with the student. ***No additional personal protective equipment beyond normal universal precautions are required.***

There is no evidence to support the use of medical grade, cloth, or homemade masks in school settings at this time.

Health & Safety Measures to be Implemented Prior to June 1st

Schools that have not provided childcare for ESW:

- Review the District's [Childcare Guidelines for ESW \(COVID-19\)](#) and the [Supplementary Childcare Guidelines for ESW \(COVID-19\) – Children with Complex Needs](#) and ensure all staff are aware of the information and protocols in these guidelines.

All Schools

- Review the [BCCDC COVID-19 Public Health Guidance for K-12 School Settings \(revised May 19th\)](#), the [Ministry of Health COVID-19 Public Health Guidance for K-12 School Settings](#) and the [District COVID-19 Safety Plan](#)
- If there are site specific safety concerns that have not be addressed in the District COVID-19 Safety Plan, complete a [Site Specific COVID-19 Risk Assessment](#) and prepare a site specific [COVID-19 Safety Plan*](#) with your JHSC as per WorksafeBC requirements
- Post the District COVID-19 Safety Plan and Site Specific COVID Safety Plan (if applicable)
- Review the District COVID-19 Safety Plan and Site specific COVID-19 Safety Plan (if applicable) with staff
- Ensure that staff are knowledgeable of the signs/symptoms of COVID-19 and are trained on the controls required to minimize their risk of exposure to COVID-19. Keep records of instruction and training provided to staff regarding COVID-19
- Ensure that all staff have been trained in how to report an exposure to or symptoms of COVID-19
- Ensure that all resources and materials required to implement and maintain the COVID Safety Plan are reasonably made available as practical when required.
- Where possible, have workers perform only essential tasks to maintain the student's education and well-being. Tasks that are non-essential should be put on hold until directed otherwise by the provincial health officer.
- Post or relay educational and informational material in an accessible area for workers to review.
- Advise parents to monitor their children daily and not to send them to school if they are sick.
- Develop a system for conducting a daily health checks with staff and students to confirm that they do not have symptoms of common cold, influenza, COVID-19, or other respiratory disease
- Limit the public coming into the office. Encourage parents to call instead of visiting the school.
- Post occupancy limits for shared spaces, such as lunch rooms, meeting rooms, offices, washrooms.
- Designate a 2 metre area in front of or behind reception area. Consider the use of tape or other floor markers to designate where people can stand and line up (if required).
- Set up a system to manage the flow of people in public spaces such as hallways and on stairs, consider the use of one-way systems (as needed)
- Communicate policies around when staff and students should wash their hands. Consider setting up a routine hand washing schedule for students and staff (see appendix D)
- Ensure that there are clear protocols for the following and that they have been communicated:
 - Employees, students, and others entering and exiting schools as well as school outdoor activities and student pick-up and drop-off
 - Bringing materials (e.g. bags, school supplies) into and out of schools
 - Safe and healthy handling of all food items, such as labeling of beverage and food containers
 - Employees and students to not be sharing personal items (e.g. electronic devices, writing instruments, etc.)
- Ensure hand sanitizer is available at the school entrance and to students and staff when hand washing is not available (ie; portables)
- Implement staggered drop-off and pick up times and modify lunch and recess hours (if needed to ensure physical distancing). Parents/caregivers should remain outside of the school to drop off their children.

- Set up School and classrooms to provide adequate physical distancing
 - Increase spacing between students in classrooms
 - Encourage smaller group activities
 - Advise staff that no physical contact sports are allowed
 - Encourage more time outside with classmates
 - Ensure assemblies or other large gathering are not permitted
- Have a system in place if a student or staff member develops COVID symptoms at work (see Appendix C)
- Prior to June 1st, complete the online [Restart Prevention and Preparedness Checklist](#) and hold a health and safety meeting to review workplace practices relating to COVID-19 and other health and safety matters. Additional communication may be required as new information is made available that may affect work practices.

Health & Safety Actions After June 1st

- Conduct a periodic review the effectiveness of the District COVID- 19 Safety Plan and site specific COVID-19 Safety Plan (if applicable)
- Maintain records of all staff training, reviews and inspections.
- Re-examine all tasks in the workplace, especially those that require the direct care of students, and ensure that safe work procedures are updated with COVID-19 practices.
- Direct work in a manner that eliminates or minimizes the risk to workers.
- Monitor enhanced cleaning frequency and practices, including classrooms and high touch areas (see Appendix A)

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.

Appendix A: Enhanced Cleaning and Disinfecting Checklist

Day custodians will engage in enhanced hand touch cleaning at a minimum of twice per day:

- Main Entrance and all interior doors – every hour.
- Push plates and push areas above the door handles and crash bars both sides – twice a shift
- Handrails and elevators – twice a shift
 - Staircase handrails.
 - Guardrails; and
 - Elevator push buttons.
- Drinking fountains – every hour
 - Handles, knobs and push buttons of drinking fountains and water bottle fillers.
- Washrooms – every 45 minutes to 1 hour.
 - Faucet and countertop.
 - Toilet and urinal flush buttons and handles.
 - Toilet stall locking mechanisms, pulls and areas around both sides.
 - Soap dispensers; and
 - Hand dryers and paper towel dispensers.
- Reception area – every hour.
 - Countertops / desktops.
 - Light switches.
 - Cabinet handles.
 - Copiers printers touch screen and lid handles and edges; and
 - Telephones.
- Staffroom – 3 times per day (after breaks)
 - Door handles and light switches.
 - Cabinet handles.
 - Faucets.
 - Appliance handles.
 - Countertops, tables, and area immediately underneath; and
 - Chairs (top, back and armrest).

Evening custodians will engage in enhanced hand touch cleaning and disinfecting of all surfaces once a day:

- Classrooms
 - Door handles and light switches.
 - Cabinet handles.
 - Teacher's chair (top, back and armrest).
 - Student chairs and stools (top back).
 - Desks and tabletops and immediately under the sides.
 - Countertops; and
 - Telephone.
- Washrooms (full clean)
 - Sinks, faucets, and countertops.
 - Toilets and urinals including flush buttons and handles.
 - Toilet stall locking mechanisms, pulls and areas around both sides.
 - Soap dispensers.
 - Hand dryers and paper towel dispensers; and
 - Clean and damp mop floors

- Drinking fountains
 - Handles, knobs and push buttons of drinking fountains and water bottle fillers.
- Main office and reception area
 - Countertops / desktops.
 - Door handles and light switches.
 - Cabinet handles.
 - Copiers printers touch screen and lid handles and edges; and
 - Telephones.
- Libraries and computer labs
 - Door handles and light switches.
 - Cabinet handles:
 - Countertops and desktops.
 - Computer keyboard, mouse, monitor push button and touch screens.
 - Copier printer touch screen and lid handles and edges; and
 - Telephone.
- Staffroom
 - Door handles and light switches.
 - Cabinet handles.
 - Faucets.
 - Appliance handles.
 - Countertops, tables, and area immediately underneath; and
 - Chairs (top, back and armrest).
 - Garbage, recycling and organic
 - Dispose of daily in all rooms and common areas; and
 - Wipe all lids
- In addition to daily enhanced cleaning and disinfecting of all facilities by custodial staff, SD35 will be using an application process that enables us to penetrate 100 % of all exposed and hidden surface areas to prevent cross contamination, literally wrapping around every touch point with hospital grade disinfectant.
- All facilities will be disinfecting with this system once per week.
- Transportation – buses will be disinfected once per day.

Appendix B: 6 Steps to Developing a Site Specific COVID-19 Safety Plan

1. Assess the site-specific risks at your workplace

School must assess their individual workplaces in order to identify unique conditions that may not be addressed by the general COVID-19 Safety Plan. This process must involve frontline workers, supervisors, and joint health and safety committees. The workplace should be re-assessed after operations resume to ensure risks are identified and managed.

The virus that causes COVID-19 spreads in several ways, including through droplets when a person coughs or sneezes, or from touching a contaminated surface before touching the face. To understand the risk at your specific workplace, consider the following questions:

- Where do people congregate, such as break rooms or meeting rooms?
- What job tasks or processes require workers to come into close proximity with other staff, students, or members of the public?
- What tools and equipment do people come into contact within the course of their work?

2. Implement measures to reduce the risk

You must select and put measures in place to minimize the risk of transmission.

- Ensure that the appropriate number of people are in each area of a workplace to prevent staff from coming too close to one another or members of the public. This may be done by posting occupancy limits (e.g., washrooms or other small spaces), and limiting the number of workers in break rooms.
- Maintain a distance of 2 metres (6 feet) between workers and others wherever possible, by revising work schedules or re-organizing work tasks
- Develop a policy around when workers must wash their hands, including upon arriving for work, before and after breaks, before and after handling common tools and equipment. Remove any unnecessary tools or equipment that may elevate the risk of transmission, including items like coffee makers and shared utensils and plates.

3. Develop procedures

- Develop and implement the necessary procedures to minimize risk in the workplace; include policies around how workers can be kept safe in adjusted working conditions.

4. Develop communication plans and training

- Be sure everyone is trained on the measures you have put in place and the policies around staying home when sick.
- Post signage, including occupancy limits and effective handwashing practices. Signage should also be posted at the main entrance indicating who is restricted from entering the premises (including visitors and workers with symptoms).
- Ensure supervisors have been trained on monitoring workers and workplace to ensure policies and procedures are being followed.

5. Monitor your workplace and update your plans as needed

- If you identify a new area of concern, or if it seems like something is not working, take steps to update your policies and procedures. Involve workers in this process.
- Ensure that workers can raise safety concerns.

6. Assess and address risks from resuming operations

- Have you had any staff turnover, or are workers being required to change or adapt job roles, or to use new equipment?
- Will workers need time or training to refresh their skills after having been out of the workplace?
- Have TTOCs, EOCs and casual employees at your site been trained in prevention protocols?

<i>If a Student Develops Symptoms of COVID-19</i>	<i>If a Staff Member Develops Symptoms of COVID-19</i>
<p>IF STUDENT DEVELOPS SYMPTOMS AT HOME:</p> <p>Parents or caregivers must keep their child at home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases, AND their symptoms have resolved.</p> <p>IF STUDENT DEVELOPS SYMPTOMS AT SCHOOL:</p> <p>Staff must take the following steps:</p> <ol style="list-style-type: none"> 1. Immediately separate the symptomatic student from others in a supervised area. 2. Contact the student’s parent or caregiver to pick them up as soon as possible. 3. Where possible, maintain a distance of 2 metres from the ill student. If not possible, staff may wear a mask if available and tolerated, or use a tissue to cover their nose and mouth. 4. Provide the student with tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene. 5. Avoid touching the student’s body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene. 6. Once the student is picked up, practice diligent hand hygiene. 7. Staff responsible for facility cleaning must clean and disinfect the space where the student was separated and any areas used by them (e.g., classroom, bathroom, common areas). 8. Contact 811 or the local public health unit to notify them of a potential case and seek further input. <p>Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.</p>	<p>IF STAFF DEVELOPS SYMPTOMS AT HOME:</p> <p>Staff must be excluded from work and stay home for a minimum of 10 days from the onset of symptoms AND until symptoms resolve, whichever is longer.</p> <p>IF STAFF DEVELOPS SYMPTOMS AT WORK:</p> <p>Staff should go home as soon as possible.</p> <p>If unable to leave immediately:</p> <ol style="list-style-type: none"> 1. Symptomatic staff should separate themselves into an area away from others. 2. Maintain a distance of 2 metres from others. 3. Use a tissue or mask to cover their nose and mouth while they wait to be picked up. 4. Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g., classroom, bathroom, common areas). 5. If concerned, contact 8-1-1 or the local public health unit to seek further input.
<p>If a student or staff member is assessed by their family physician or nurse practitioner and it is determined that they do NOT have COVID-19, they may return to school once symptoms resolve.</p>	

³ BCCDC COVID-19 Guidance for K-12 Schools

Appendix D: When to Perform Hand Hygiene at School⁴

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

⁴ BCCDC COVID-19 Guidance for K-12 Schools