



## School District #28 (Quesnel) COVID-19 Health & Safety Plan for Stage 3

\*This document builds upon the Ministry of Education's  
Provincial COVID-19 Health & Safety Guidelines for K-12 Setting

### **Please see School Health & Safety Plans for site specific details**

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## 1. Principles

In complement to the Ministry of Education's overarching principles for the COVID-19 response, the Ministry along with education partners articulated the following principles with respect to health and safety:

- All schools will adhere to the standards, guidelines and direction from the Provincial Health Officer (PHO) and WorkSafeBC.
- In collaboration with education partners, the Ministry may develop additional health and safety requirements for all schools to ensure consistency across the K-12 system. These additions will enhance, not duplicate, PHO and WorkSafeBC requirements.
- Psychological safety measures and trauma-informed practice will be valued and implemented alongside physical health and safety measures.
- Effective communication with all community partners, parents, caregivers, students, unions and employees is an essential aspect of successfully implementing these guidelines.

## 2. Objectives

As a part of ensuring continuity of learning and educational outcomes during the COVID-19 pandemic, these guidelines are intended to support K-12 employees, students, parents, caregivers, administrators and school community members to:

- Be informed about public health measures and feel safe in schools.
- Understand their roles and responsibilities in maintaining and promoting public health and school safety.

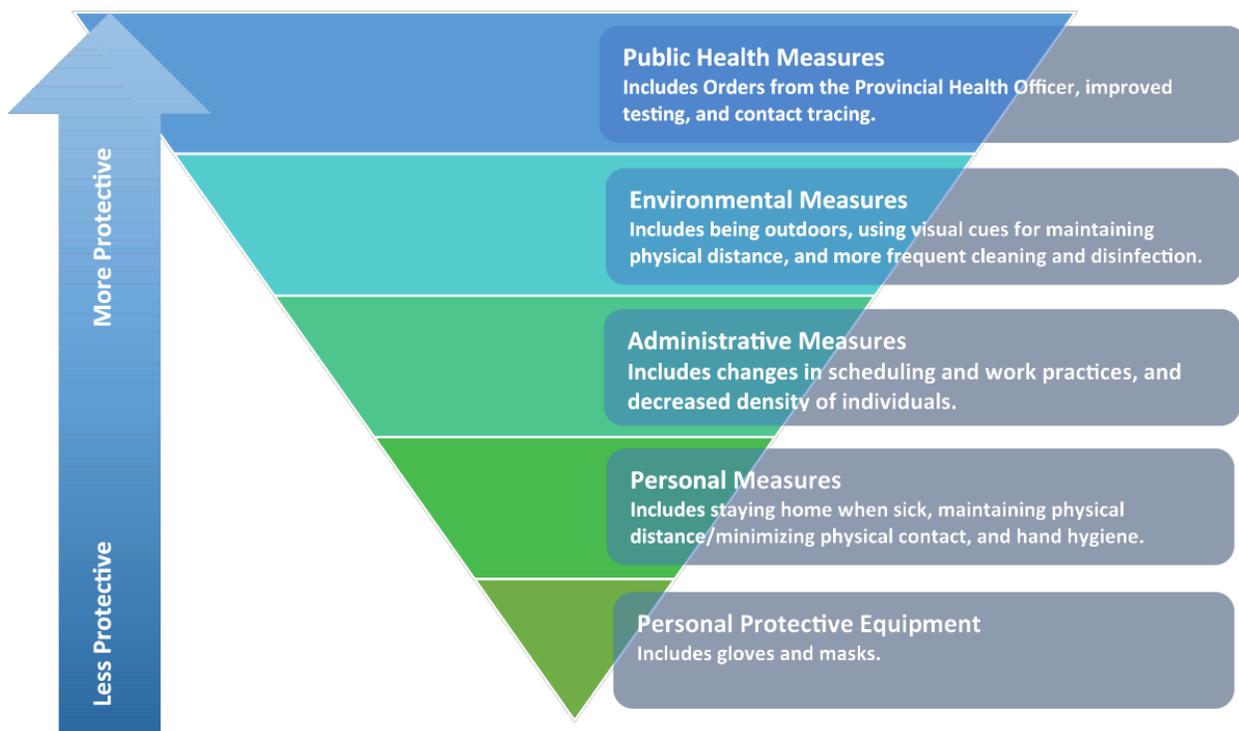
## 3. COVID related requirements

In response to the COVID-19 global pandemic, several statutory authorities in B.C. have issued health and safety requirements from schools that must be followed. All Boards of Education must have a health and safety plan that addresses ALL the requirements in the Ministry of Education Provincial COVID-19 Health & Safety Guideline for K-12 Setting.

### 3-1 GUIDELINES FROM THE PROVINCIAL HEALTH OFFICER

- The following requirements reflect first and foremost all guidelines from the PHO. The Ministry, in consultation with education partners, has added additional detail or context to some of the parameters below to provide clarity. PHO guidelines for the K-12 sector can be found here:  
<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>

# Infection Prevention and Exposure Measures for Communicable Disease



## PUBLIC HEALTH MEASURES

### 1. Mass Gatherings

The Provincial Health Officer's Order for Mass Gatherings continues to prohibit gatherings and events of people in excess of 50 people, however, this Order does not apply to regular school activities. As such, there can be more than 50 students and staff in a school at any given time if they are not all in one area and if they are actively engaged in physical distancing to the greatest extent possible. **Large assemblies of staff and students should not be held.**

### 2. Case Finding, Contact Tracing and Outbreak Management

Active testing of people with mild COVID-19 like symptoms (case finding) helps us identify cases early in the course of their disease, determine whether others in close contact with them are at risk for infection (contact tracing), and ensure they get appropriate care and follow-up. Enhancing policies regarding reporting employee and student absenteeism to public health can be helpful in early identification of clusters and outbreaks (Note: this does not necessarily mean that Boards must update their policies but rather the practice of timely reporting suspected cases and/or elevated absenteeism).

Should a COVID-19 positive person be identified by public health staff, significant efforts are undertaken to determine if they are part of a cluster of cases or part of a local outbreak. Specific public health measures are implemented in facilities where an outbreak occurs to prevent further transmission of COVID-19 and keep others safe in a school or workplace.

### 3. Self-isolation and Quarantine

Should children, youth and staff have common-cold, influenza, or COVID-19 like symptoms they must stay home,

be assessed by their health care provider and tested for COVID-19. When someone is symptomatic, they should self-isolate and follow directions provided by their health care provider. Self-isolation is also advised for those who are considered a close contact of a confirmed case and are waiting to see if they develop COVID-19 illness.

'Quarantine' is a term typically reserved for persons who return from travel outside the country are at risk of developing COVID-19.

If a person is found to be a confirmed case of COVID-19, public health staff will ensure there is robust contact tracing and management of any clusters or outbreaks. They will also ensure that children, staff, parents and caregivers have access to health care providers and that appropriate supports are in place.

## ENVIRONMENTAL MEASURES

### 1. Cleaning and Disinfection

Regular cleaning and disinfection are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. Schools should be cleaned and disinfected in accordance with the BCCDC's Cleaning and Disinfectants for Public Settings document (Appendix A).

This includes:

- General cleaning and disinfecting of the premises should occur at least once a day.
  - **this will occur in all School District 28 schools.**
- Frequently-touched shared surfaces should be cleaned and disinfected at **least twice a day**.
  - **this will occur in all School District 28 schools.**
  - *(e.g. door knobs, light switches, toilet handles, tables, desks, chairs, electronic devices, keyboards and toys)*
- Clean and disinfect any surface that is visibly dirty.
- Use common, commercially-available detergents and disinfectant products and closely follow the instructions on the label.
- Limit items that are not easily cleaned *(e.g. fabric or soft items)*.
- Empty garbage containers daily.
- Wear disposable gloves when cleaning blood or body fluids *(e.g. runny nose, vomit, stool, urine)*.
- Wash hands before wearing and after removing gloves.
- Washrooms should be cleaned at least twice a day keeping in line with the high touch surface area protocols.
  - **this will occur in all School District 28 schools.**

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.

### ADDITIONAL REQUIREMENTS

Recognizing facilities across the education system vary, Boards of Education should also include the following in their health and safety plan to reduce the risk of transmission:

- Providing paper hand towels rather than hand dryers.
  - **this will occur in all School District 28 schools.**
- Disabling water fountains.
  - **this will occur in all School District 28 schools.**
- Provision of cleaning products for common devices and materials used for the delivery of education *(e.g. photocopiers, supply rooms, etc.)*.
  - **this will occur in all School District 28 schools.**

## ADMINISTRATIVE MEASURES

### 1. Physical Distancing and Minimizing Physical Contact

Physical distancing (e.g. maintaining a distance of 2 metres between two or more people) is challenging in a K-12 school setting, particularly with younger students. As such, it is reasonable to establish different expectations for varying age levels and activities. For example, younger students should be supported to have minimized physical contact with one another, while older students and adults should seek to maintain a safe physical distance whenever possible.

The following physical distancing strategies should be implemented where possible in the K-12 school setting:

(Note: This includes all related school activities including field trips, fundraising, etc.)

- Avoid close greetings (e.g. hugs, handshakes). Regularly remind students about keeping their “hands to yourself”.
- The number of students in a space should not exceed the ability to maintain health and safety measures.
- Spread people out into different areas.
  - Consider different classroom and learning environment configurations to allow distance between students and adults (e.g. different desk and table formations).
- Strive to minimize the number of different teacher(s) and educational assistant(s) that interact with groups of students throughout the day (e.g. minimize the amount of mixing between student and different staff in the setting).
- Stagger pick-up and drop-off times (including bussing).
- Stagger recess/snack, lunch and class transition times to provide a greater amount of space for everyone.
- Take students outside more often.
  - Organize learning activities outside including snack time, place-based learning and unstructured time.
  - Take activities that involve movement, including those for physical health and education, outside.
  - Reassure students, parents and caregivers that playgrounds are a safe environment, and encourage appropriate personal hygiene practices before, during, and after outdoor play.
- Incorporate more individual activities or activities that encourage more space between students and staff.
  - For younger students, adapt group activities to minimize physical contact and reduce shared items.
  - For adolescent students, minimize group activities and avoid activities that require physical contact.
  - Playground structures are off limits until such time that direction is given from the PHO.
- Manage flow of people in common areas, including hallways and bathrooms.
- Parents and caregivers and other non-staff adults entering the school should be minimized. They should also be reminded to practice diligent hand hygiene and maintain physical distance when they are in the school.
- Assemblies and other school-wide events should be held virtually to avoid large gatherings of people in one space.

### 2. Student Transportation on Buses

Buses used for transporting students should be cleaned and disinfected according the guidance provided in the [BCCDC's Cleaning and Disinfectants for Public Settings document \(Appendix A\)](#). Additional measures should be taken, including:

- Encouraging private (e.g. parents or caregivers) vehicle use where possible to decrease transportation density.
- Consider installing a physical barrier between the driver and passengers (e.g. plexiglass).
- Have students sit in their own seat.
  - Students should be separated side-to-side and front to back.
  - Students from the same household can share seats if space is limited.

## ADDITIONAL REQUIREMENTS

**Schools must create a local procedure for how they will fulfill all the identified PHO guidelines in this section.**

Procedures should include:

- Additional measures and direction on implementing physical distancing (e.g. define the ages/grades of younger students vs. older students; clarify different approaches for minimizing physical contact vs. physical distancing).
- Clear protocols for employees, students, and others entering and exiting schools as well as school outdoor activities and student pick-up and drop-off.
- The number of students in a space should not exceed the ability to maintain health and safety measures.
- Clear protocols for bringing materials (e.g. bags, school supplies) into and out of schools.
- Clear protocols for safe and healthy handling of all food items, such as labelling of beverage and food containers, clear communication to students not to contact or share items, and other parameters deemed appropriate.
- Schools should not be used for community related events unless determined essential by the Board or independent school authority.
- The Board or independent school authority should work with local municipalities to develop a common approach to re-opening any playgrounds that have closed following PHO advice that playgrounds are a safe environment.
- Employees and students should not be sharing personal items (e.g. electronic devices, writing instruments, etc.).

## PERSONAL MEASURES

### 1. Stay Home When Sick

- All students and staff who have symptoms of COVID-19, OR travelled outside Canada in the last 14 days, OR were identified as a close contact of a confirmed case or outbreak must stay home and self-isolate, including children of essential service workers who are ill.
- Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school.
- Staff must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school.
- School Administrators must ensure school staff are aware of their responsibility to assess themselves daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease prior to entering the school.
- School Administrators must develop a local protocol that:
  - *Clearly communicates with parents and caregivers their responsibility to assess their children daily before sending them to school.*
  - *Establishes appropriate conduct and process for school drop-off and pick-up.*
  - *Establish procedures for students and staff who become sick while at school to be sent home as soon as possible.*
- Staff and students, who are ill, including children of essential service workers, should not be permitted to attend school (Note: Students and employees should stay home until deemed healthy to return).
- Those unsure of if they, or a student, should self-isolate should be directed to use the [BC COVID-19 Self- Assessment Tool](#).
  - *If concerned, they can be advised to contact 8-1-1, or the local public health unit to seek further input.*
  - *They can also be advised to contact a family physician or nurse practitioner to be assessed for COVID-19 and other infectious respiratory diseases.*

\* [ See APPENDIX B: 'WHAT TO DO IF A STUDENT OR STAFF MEMBER BECOMES ILL AT WORK']

### 2. Hand Hygiene

Rigorous hand washing with plain soap and water is the most effective way to reduce the spread of illness. Both students and staff can pick up and spread germs easily, from objects, surfaces, food and people. Everyone should

practice diligent hand hygiene. Parents, caregivers and staff can teach and reinforce these practices amongst students.

How to practice diligent hand hygiene:

- Wash hands with plain soap and water for at least 20 seconds. Antibacterial soap is not needed for COVID-19.
- If sinks are not available (e.g., students and staff are outdoors), use alcohol-based hand rub containing at least 60% alcohol.
- If hands are visibly soiled, alcohol-based hand rub may not be effective at eliminating respiratory viruses.
- Soap and water are preferred when hands are visibly dirty.
- To learn about how to perform hand hygiene, please refer to the [BCCDC's hand washing poster](#).

Strategies to ensure diligent hand hygiene:

- Encourage hand washing with water and soap upon arrival at school. Place sanitizing stations where needed in various locations, including school entrances, hallways and classrooms to encourage appropriate hand hygiene throughout the day.
- Regularly remind staff and students about the importance of diligent hand hygiene.
- Incorporate additional hand hygiene opportunities into the daily schedule.
- Ensure hand washing supplies are well stocked at all times including soap, paper towels and where appropriate, alcohol-based hand rub with a minimum of 60% alcohol.
- Staff should assist younger students with hand hygiene as needed.
- Hand sanitizer will be provided to portable classrooms and on buses.

\* [See APPENDIX C: WHEN STUDENTS AND STAFF SHOULD PRACTICE HAND HYGIENE]

### 3. Respiratory Etiquette

Students and staff should:

- Cough and sneeze into their elbow, sleeve, or a tissue. Throw away used tissues and immediately perform hand hygiene.
- Refrain from touching their eyes, nose or mouth with unwashed hands.
- Refrain from sharing any food, drinks, unwashed utensils, cigarettes, or vaping devices.

Wearing cloth or homemade masks are not recommended, particularly for children. There is limited evidence outside of health care settings and only in uncontrolled situations where physical distancing between adults cannot be maintained for extended periods of time (*greater than 15 minutes with a person who has probable or lab confirmed COVID-19*). Wearing a mask is a personal choice. It is important to treat people wearing masks with respect.

Parents, caregivers and staff can teach and reinforce these practices amongst students.

### 4. Personal Protective Equipment

Personal protective equipment (PPE), 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. They should only be used when all other controls fail (e.g. *only used when other control methods cannot reduce the risk to a low enough level*).

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 is required (*for reducing COVID-19 transmission*) beyond precautions regularly taken or previously identified for the use with a specific student. **Student specific plans may be required.**

There is no evidence to support the use of medical grade, cloth or homemade masks in school settings at this time. Wearing a mask is a personal choice. It is important to treat people wearing masks with respect.

More information about COVID-related mask use is available on the [BC Centre for Disease Control website](#).

## 5. Supporting School Communities

The BC Centre for Disease Control is the source of information about COVID-19. Resources available there can be used to support learning and to respond to questions you may receive from members of your school community. More information is available on the [BC Centre for Disease Control website](#).

## 6. Communications

1. School District 28 School Health & Safety Plan must be posted at the school's designated entrance.
2. All staff will be oriented to the school Health & Safety Plan prior to students returning to school.
3. Health & Safety Plans will be distributed to parents/guardian of children returning to school.

# Coronavirus COVID-19

BC Centre for Disease Control | BC Ministry of Health



## CLEANING AND DISINFECTANTS FOR PUBLIC SETTINGS

**Good cleaning and disinfection are essential to prevent the spread of COVID-19 in BC.**

This document provides advice to public groups, transit, schools, universities, and other institutions in BC on cleaning for non-health care settings.

Make sure to wash hands with plain soap and water after cleaning or use an alcohol-based hand sanitizer.



OR



**Cleaning:** the physical removal of visible soiling (e.g., dust, soil, blood, mucus). Cleaning removes, rather than kills, viruses and bacteria. It is done with water, detergents, and steady friction from cleaning cloth.

**Disinfection:** the killing of viruses and bacteria. A disinfectant is only applied to objects; never on the human body.

**All visibly soiled surfaces should be cleaned before disinfection.**

**Cleaning for the COVID-19 virus is the same as for other common viruses.** Cleaning products and disinfectants that are regularly used in households are strong enough to deactivate coronaviruses and prevent their spread.

**Recommendations:**

- General cleaning and disinfecting of surfaces should occur at least once a day.
- Clean and disinfect highly touched surfaces at least twice a day and when visibly dirty (e.g., door knobs, light switches, cupboard handles, grab bars, hand rails, tables, phones, bathrooms, keyboards).
- Remove items that cannot be easily cleaned (e.g., newspapers, magazines, books, toys).

**Cleaning** .....

For cleaning, water and detergent (e.g., liquid dishwashing soap), or common household cleaning wipes should be used, along with good physical cleaning practices (i.e., using strong action on surfaces).

**Disinfection** .....

For disinfection, common household disinfectants such as ready-to-use disinfecting wipes and pre-made solutions (no dilution needed) can be used. Use the figure and table below for guidance. Always follow the manufacturer's instructions printed on the bottle.

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Ministry of Health



BC Centre for Disease Control

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

Non-medical inquiries (ex. travel, physical distancing): 1-888-COVID19 (1888-268-4319) or text 604-630-0300





# Coronavirus COVID-19

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## CLEANING AND DISINFECTANTS FOR PUBLIC SETTINGS

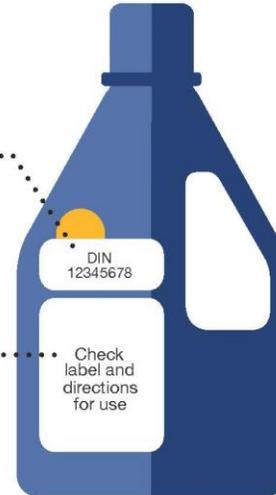
See Health Canada's **List of hard-surface disinfectants for use against coronavirus (COVID-19)** for specific brands and disinfectant products.

### Drug Identification Number (DIN):

A DIN is an 8-digit number given by Health Canada that confirms it is approved for use in Canada.

### Agents effective against coronavirus:

- Bleach: sodium hypochlorite (5.25%)
- Hydrogen peroxide (0.5%)
- Alkyl dimethyl ammonium chlorides



### IMPORTANT NOTES:

- Ensure disinfectant product has a Drug Identification Number (DIN) on its label.
- Follow product instructions for dilution, contact time and safe use.
- All visibly dirty surfaces should be cleaned BEFORE disinfecting (unless otherwise stated on the product).

### List of disinfecting agents and their working concentrations known to be effective against coronaviruses<sup>1,2</sup>:

Agent and concentration	Uses
1. <b>1:100 dilution Chlorine: household bleach – sodium hypochlorite (5.25%)*</b> 10 ml bleach to 990 ml water	Used for disinfecting surfaces (e.g., hand railings, grab handles, door knobs, cupboard handles). Make fresh daily and allow surface to air dry naturally.
2. <b>1:50 dilution Chlorine: household bleach - sodium hypochlorite (5.25%)*</b> 20 ml bleach to 980 ml water	Used for disinfecting surfaces contaminated with bodily fluids and waste like vomit, diarrhea, mucus, or feces (after cleaning with soap and water first). Make fresh daily and allow surface to air dry naturally.
3. <b>Hydrogen Peroxide 0.5%</b>	Used for cleaning and disinfecting surfaces (e.g., counters, hand rails, door knobs).
4. <b>Quaternary Ammonium Compounds (QUATs):</b> noted as 'alkyl dimethyl ammonium chlorides' on the product label	Used for disinfecting surfaces (e.g., floors, walls, furnishings).

<sup>1</sup> Dellanno, Christine, Quinn Vega, and Diane Boesenberg. "The antiviral action of common household disinfectants and antiseptics against murine hepatitis virus, a potential surrogate for SARS coronavirus." *American journal of infection control* 37.8 (2009): 649-652.

<sup>2</sup> Provincial Infection Prevention Control Network of British Columbia. "Infection Prevention and Control Guidelines for Providing Healthcare to Clients Living in the Community." (2014). [https://www.picnet.ca/wp-content/uploads/PICNet\\_Home\\_and\\_Community\\_Care\\_Guidelines\\_2014\\_.pdf](https://www.picnet.ca/wp-content/uploads/PICNet_Home_and_Community_Care_Guidelines_2014_.pdf)

The BC Ministry of Health does not endorse or promote any specific brands of disinfectant products. IPC v2.0



Ministry of Health



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

Non-medical inquiries 1-888-COVID19 (1888-268-4319)  
(ex. travel, physical distancing): or text 604-630-0300



Appendix B: What to Do if a Student or Staff Member Develops Symptoms at School

<i>If a Student Develops Symptoms of COVID-19</i>	<i>If a Staff Member Develops Symptoms of COVID-19</i>
<p><b>IF STUDENT DEVELOPS SYMPTOMS AT HOME:</b></p> <p><b>Parents or caregivers must keep their child at home</b> 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><b>IF STUDENT DEVELOPS SYMPTOMS AT SCHOOL:</b></p> <p><b>Staff must take the following steps:</b></p> <ol style="list-style-type: none"> <li>1. Immediately separate the symptomatic student from others in a supervised area.</li> <li>2. Contact the student’s parent or caregiver to pick them up as soon as possible.</li> <li>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.</li> <li>4. Provide the student with tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene.</li> <li>5. Avoid touching the student’s body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene.</li> <li>6. Once the student is picked up, practice diligent hand hygiene.</li> <li>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).</li> <li>8. Contact the local public health unit to notify them of a potential case and seek further input.</li> </ol> <p><b>Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.</b></p>	<p><b>IF STAFF DEVELOPS SYMPTOMS AT HOME:</b></p> <p><b>Staff must be excluded from work and stay home</b> 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><b>IF STAFF DEVELOPS SYMPTOMS AT WORK:</b></p> <p><b>Staff should go home as soon as possible.</b></p> <p>If unable to leave immediately:</p> <ol style="list-style-type: none"> <li>1. Symptomatic staff should separate themselves into an area away from others.</li> <li>2. Maintain a distance of 2 metres from others.</li> <li>3. Use a tissue or mask to cover their nose and mouth while they wait to be picked up.</li> <li>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).</li> <li>5. If concerned, contact the local public health unit to seek further input.</li> </ol>
<p><b>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.</b></p>	

## 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>