



## Fernwood Elementary School - Stage 2 Restart Plan

Fernwood has developed this Health and Safety plan within the revised public health guidelines to enable full-time attendance of our students, reduce the risk of Covid 19 transmission, and ensure rapid contact tracing should anyone become ill. As things change, we will be updating this document to reflect current provincial guidelines.

### **Key Elements of the Plan:**

1. Learning Groups to reduce the number of people who are in direct contact with each other. Adults will be limited for each Learning Group.
2. All people staying home when they are ill.
3. Physical distancing.
4. Handwashing.
5. Enhanced cleaning.

### **What Your Child Needs to Know:**

- You will spend most of your time with your own class and recesses with your Learning Group.
- In your classroom, you will have your own space at a table or desk and you won't be sharing supplies.
- You will be physical distancing when outside your Learning Group (when lining up for buses or walking in the hallways).
- Windows will be open and you will be outside for some of your day. Bring warm clothes!
- There will be two different recess times. Not everyone will have the same recess. You won't be able to move from the front field to the back field at recess like you used to, but EVERYONE will have time to play in both areas over the week.
- There will be signs and markers to remind you how to walk and stand in the hallways.
- We won't have a whole school meeting or any other gathering with the whole school together, though Ms Logan will visit classes regularly for singing and birthdays or may do more videos.

### **In-class instruction:**

There is a return to full time in site instruction. Students will be assigned to one of 9 divisions (classrooms) following Ministry class size limits. Each classroom, with the exception of the Arbutus class that which be shared by Meghan Kerr and Bridget Lee, will have one primary teacher who remains with those students for the majority of the day. Students will be assigned

seating within their classrooms and will be spaced apart as much as possible within their classrooms.

Teachers or staff who work with more than one learning group (prep teachers, specialist teachers) will maintain a distance of 2m from students. When this distancing is not possible, these staff members may wear masks.

All of our classrooms have windows that can be easily opened. Windows and doors will be opened to allow to circulation of air in addition to our school ventilation system. Teachers will be encouraged to take the learning outdoors as much as possible. The ventilation system at Fernwood is being upgraded again in the Fall.

Our 9 class divisions will be placed into 4 separate learning groups of no more than 60 people including teachers and EAs.

**Blue** Learning Group – Curtis, Michaux, Ms Yakabuski (48 students)

**Red** Learning Group – Jones, Pyper (40 students)

**Green** Learning Group – Arbutus (Ms Meghan, Ms Bridget Lee), Cedars (Ms Bain) (40 students)

**Yellow** Learning Group – McPhee, Hingston (44 students)

Learning groups will be assigned the same recess break times and play areas. Recesses will be staggered to allow more distancing. There will only be one learning group on each side of the school building at a time at recess.

In classroom set-up, teachers will:

- Spread out desks/tables to allow for spacing between student chairs, wherever possible.
- Provide each student with their own set of pencils and supplies.
- Use items that can be easily sanitized (plastic and wood can be cleaned; plush materials are more difficult and should be avoided as much as possible)
- Students will wash or sanitize hands before and after use of any shared materials.
- Send one student to a washroom at a time to avoid congestion in those areas.
- Teach students to wait outside washrooms until they are clear before entering
- Take students outside as much as possible and engage in activities that build foundational skills and attend to student well-being

### **Illness and Self-Assessment**

Access to schools will be restricted in the following circumstances and individuals must stay home, self-isolate and seek guidance from health professional when applicable:

- Have symptoms of COVID-19.
- Travelled outside of Canada in the last 14 days.
- Identified as a close contact of a confirmed case.

- Schools will clearly communicate with families their responsibilities to assess before sending them to the bus or school; parents are required to conduct a daily health check prior to leaving home for the bus or school.
- If their child develops symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease, they must keep their child at home until an assessment has been done by a healthcare provider and their symptoms have resolved.
- All visitors and staff to the school will need to confirm that they have completed the requirements of a daily health check prior to entering the school.
- Parents and caregivers must assess their children daily for symptoms of common cold, influenza, COVID-19 and other infections respiratory disease before sending them to school. If children have symptoms, they should not attend school. If students have symptoms at school, they will rest in the sick room (distanced from others) and their families will be contacted to pick them up right away.
- When a student becomes ill, the following protocol will take place: call parents for immediate pick up; remove student from others and relocate to our medical room; provide masks unless they have their own; apply physical distancing; apply respiratory etiquette; inform public health of a potential case and for guidance (the threshold for reporting student and/or staff illness to public health should be determined in consultation the school medical health officer).
- Schools will continue with the regular practice of reporting to public health when the absenteeism rates have significantly increased above the normal rate of absenteeism for the time of the year.
- Staff should assess themselves daily for symptoms of common cold, influenza, COVID - 19 and other infections respiratory disease before coming to school. Staff should not come to work with symptoms. They should call 811 and seek medical advice, and then call Dispatch as they would any time they would normally be away from work.

#### **When a child/staff member becomes sick at school:**

- The child/staff member will go to the medical room
- Parents will be called and will pick up the child as soon as possible
- When possible, staff will keep physical distance from the child, and masks and gloves will be used as necessary
- Notes will be kept about which rooms/bathrooms the child used that day, and extra cleaning will be done in those areas

#### **Physical Distancing**

Maintaining a distance of 2 metres between individuals is the most effective method of preventing the transmission of infection. Physical distancing measures have been implemented to reduce the risk of transmission between individuals.

- Physical distancing will occur for elementary students (2 metres) when interacting with others outside of learning groups when indoors (hallways)
- Minimizing physical contact will be required when interacting with others outside of their learning group when outdoors. Recess times will be staggered and will occur in different fields to prevent mixing of learning groups.
- Learning groups allow for better contact tracing if required by public health.
- Students will avoid close greeting (hugs and handshakes).
- Teachers will conduct classes outside whenever possible.
- Teachers will configure classrooms to allow for more space and physical distancing.
- Fernwood will stagger recess, lunch, transition times to allow for more space and for learning groups to not mix.
- The school will reinforce “hands to yourself” with visual, signage, prompts, etc.
- The school will reinforce physical distancing and flow of traffic with signage, floor markings, modelling, etc.
- Students will enter and exit through their own classroom door.
- Parents/caregivers will remain outside during drop off and pick up times at school.
- Adults will maintain physical distance from one another as much as possible, or will wear a mask when not able to do so
- P.E. will be held outside whenever possible and include no-touch activities only.
- We will ask parents to make sure children are prepared to play outside, even in the rain.

### **Hand Hygiene:**

Hand Hygiene / Respiratory Etiquette Washing hands with soap is the most effective way to reduce the spread of COVID-19. Hand washing guidelines have been established and will be taught and reinforced to mitigate the spread of illness: wash hands with soap and water for at least 20 seconds (temperature of water or antibacterial soap does not impact effectiveness). At Fernwood, we use a handwashing song to help young children wash hands most effectively. When a sink is not available, a 60% (minimum) based alcohol hand sanitizer will be used. Hand washing should occur as follows:

- Upon entering school; prior to leaving school.
- Before and after eating and drinking.
- After washroom use.
- After sneezing or coughing into hands or tissue.
- When hands are visibly dirty.
- When moving from one environment to another (outdoor-indoor, gym-classroom).
- Before entering bus and after exiting bus.

### **Respiratory Etiquette (taught and reinforced)**

- Cough and sneeze into elbow, sleeve, or tissue
- Immediately discard tissue (if used) and perform hand hygiene.
- Avoid touching face, particularly the eyes and mouth
- Children should not share food, drinks, utensils, or other items

### **Cleaning and Disinfecting Protocols**

Regular cleaning and disinfecting will be essential to preventing the spread of COVID-19 from areas that could be contaminated. The following protocols mitigate the risks and potential exposure to the virus:

- General cleaning and disinfecting of the premises will occur once in a 24-hour period.
- Cleaning and disinfecting of frequently touched (high touch) surfaces will occur twice in a 24-hour period - at least once during regular school hours.
- Visibly dirty surfaces will be cleaned and disinfected.
- Garbage containers will be emptied daily.
- High touched items that are not easily clean will be removed.
- Shared equipment will be limited.

### **Drop off and Pick up:**

- Students meet teachers outside their classroom doors. They will line up spaced approximately 2m apart.... there are indicators outside the classroom doors to help space each child.
- Students will wash their hands with soap and water in the classroom sink upon school entry
- Dismissal will work in a similar fashion. Teachers will line up outside their classroom doors with students spaced approximately 2 m apart. Parents are to pick up students from the line-up. Students who ride the bus will be lined up at bus fence spaced apart and will be directed to the buses by the EA bus supervisor.
- Parents will pick up and drop off students outside and not walk them into the building, as they sometimes used to pre-COVID.
- Students who arrive late will enter through the front door, will sanitize their hands and check in at the office before going to their class.

### **Buses and Transportation:**

Buses for transporting students will be cleaned and disinfected according to the guidance provided in the BC Centre for Disease Control, Cleaning and Disinfectant for Public Settings. The following strategies will be implemented for student transportation on the buses:

- Middle school and secondary students are required to wear non-medical masks. Masks are put on prior to boarding and may be taken off after disembarking.
- Bus manifests will be created and maintained daily (to share with public health if contact tracing is required).
- Consistent seating/assigned seating to be used when possible.
- If space is available, students will each have their own seats or share it with a member of the household or learning group.
- Buses will load from back to front and will off load from front to back.
- Students are to wash hands before leaving home and leaving school (to take bus), and wash hands upon arrival at home and at school (getting off bus).
- Bus drivers will clean hands often, including before and after trips; hand sanitizer to be used regularly during trips.
- Non-medical masks are to be worn by bus drivers if physical distancing cannot be maintained.
- High touch areas of the bus to be cleaned and disinfected at the start of the shift and after bus drop off.
- Parents must assess their child daily before sending them to the bus; if students have symptoms, they are not to get on the bus.

#### **Entrances:**

- We will continue to use the FRONT entrance only or classroom doors. Staff should enter through there unless they want to enter through their classroom door and proceed directly to the sink in their rooms. Exiting can happen in the same way as entering.
- If parents need to enter the school, they should do so through the FRONT entrance only and should sanitize their hands before reporting to the office.

#### **Recess and lunch breaks:**

- Classes will have recess times staggered through-out the day with only 2 - 3 classes on break at once.
- For “big recess,” one learning group will be on one side of the school, and one learning group will be on the other side of the school and students will not be allowed to move between fields or learning groups for that recess.
- Staff lunch breaks will be staggered throughout the day to allow for physical distancing in staff room.

### **Water and Food:**

- Students should bring water bottles and can fill from classroom taps.
- If a student does not have a water bottle, we can lend them a cup for the day
- Food should not be shared between students.
- Classes will be provided with food to distribute if needed for students who require extra lunch.
- Staff will wash hands before and after distributing food to students.

### **Washrooms**

- Teachers should only send 1 student at a time to go to the washroom to minimize traffic. We will designate certain washrooms for certain classes to balance the use of the washrooms out.
- Staff will use the designated staff washrooms.

### **Outside Learning:**

- Classes will be encouraged to take learning outside as much as possible. Teachers can sign up for use of outside spaces on an on-line schedule we are creating to avoid overlap of space usage. Classes can also use the areas directly outside their classroom doors (their "patios/gardens" at any time).
- Walking field trips will involve the same protocols as before with the addition of spacing student apart in a single file line.

### **Traffic Flow**

- Staff and students will stay to the right-hand side of the hallway and will practice physical distancing as much as possible.
- Teachers will teach and practice traffic flow in common spaces.
- Decals and other markers will be put on the floors to assist in traffic flow.

### **First Aid**

- Adults providing first aid will wear a mask and gloves for personal protection.