

Occupational Health and Safety School COVID-19 Plan

School Name *

J.L. Crowe Secondary School

Members of the Committee *

Brent Beattie, Stephanie Leithead, Nicole Tigchelaar, Kirk Blank, Kimberley Hendriksen

Describe the plan for Traffic Flow in the Building

Hallways will be divided in half with students travelling in two directions on either side of the hallway. Keep to the right. Students will travel in their cohorts wearing masks.

Has signage been placed around the school in accordance with the plan above

- Yes
- Not yet (but will do so prior to school start)

Please list physical distancing and minimal physical contact strategies you will be implementing?

Students:

Students will be separated into learning groups. There will be staggered entry times. Classrooms will be taped off into learning group sections at 2 m distancing, as will the outside entry points of the building. The students will not be using lockers.

The students will not be changing for their physical education classes.

- visual cues (posters, floor markers, etc.) will be posted throughout buildings
 - daily reminders to staff and students via public announcement (PA) systems (keep hands to self, reminders about distancing, etc.)
 - occupancy signs will be posted at washrooms, and a system to limit the number of people in them will be used at each site
 - washroom sinks will be open in a manner that supports distancing (some sinks may be closed to ensure distancing)
 - seating in public reception areas will be modified to support physical distancing
 - staff not part of a student learning group will practice physical distancing and will be encouraged to wear a mask; when maintaining physical distancing is not possible, staff will wear a mask
 - all staff and students will avoid close greetings, such as handshakes or hugs
 - classroom and learning environment configurations may be altered to support physical distancing
 - the entry of students into and out of buildings will be managed within health and safety guidelines
 - recess/breaks, lunch periods and class transition times will be managed within health and safety guidelines
 - students will eat their lunch organized by learning groups or classes
 - the flow of students in hallways will be managed with signage, visual cues and reminders from adults
 - teachers will be encouraged to bring students outside for breaks and learning activities
 - teachers will be encouraged to incorporate more individual activities, or activities that encourage greater space between students and staff
 - non-learning spaces in District facilities have been given occupancy limits in support of physical distancing
 - student and staff orientations will provide information on physical distancing expectations
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What are the steps for staff illness in school?

- If a staff member develops the symptoms of influenza or COVID-19 during the workday while at work, they will immediately distance themselves from others and go home as soon as possible. Staff will:

- o Report the concern to their supervisor.

The staff member will contact the supervisor to arrange for coverage, wait for coverage, then exit the building at the closest exit point.

- o Use a mask while exiting the building or waiting to be picked up.

- o The staff member will then call 811 or the local public health unit and follow the recommendations provided. As well, they will communicate the recommendations with their supervisor.

- o Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (for example, classroom, washroom, common areas).

- Any space the staff member was in during their time in the building that day must be thoroughly disinfected. Accurate communication with the custodian is expected and imperative.

- 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.

What are the steps for child illness in school?

- If a child starts to show signs and symptoms of what could be influenza or COVID-19 while at school, the following will occur:

- o The symptomatic student will immediately be separated from others into a supervised isolation room : 182

- o The Principal or designate will be informed immediately when a child has become symptomatic.

- o The supervisor or designate will contact the student's parent or caregiver to pick them up as soon as possible.

- o Where possible, a distance of 2 metres from the ill student will be maintained. The child will wear his/her mask a mask and staff will wear a mask when with an ill student.

- o Staff will direct the student to clean their hands immediately upon arrival at the isolation room at the sink in the room or use the hand sanitizer. Staff should direct the student to sit and remain seated while waiting.

- o The student will be provided with tissues to cover their coughs or sneezes. The used tissues will be disposed of as soon as possible and the student should perform hand hygiene.

- o Staff will avoid touching the student's body fluids (for example, mucous, saliva). If they do, they will practice diligent hand hygiene.

- o The student will be reminded to try not to touch their face and other surfaces as they are waiting.

- o Once the student is picked up, staff will practice diligent hand hygiene.

- o Staff responsible for facility cleaning must clean and disinfect the space where the student was separated and any areas used by them (for example, classroom, washroom, common areas).

Please list your designated isolation room location?

The designated isolation room is 182 in the office

First aid Attendants Names

Stephanie Leithead, Brad Mason, Ed Garlinge

Have all First Aid Attendants read and understand COVID protocols?

yes

No

How often will learning groups interact with other learning groups within a day? Please identify locations where this could occur, and how will it be managed?

In the classrooms: Not at all.

At lunch: There will be designated areas for each learning group to be.

However: They will be interacting during non-instructional times , such as on buses.

How will staff/students know who is in their learning group?

Staff and student will attend orientation days. Each teacher will be provided with a class list. There will be assigned seating for each learning group and each student. Off the bus when they arrive, they will be informed of their groups.

What is your staggered entry plan for each of your learning groups?

They have individual entry points. There will be a staggered entry points into the building and staggered entry points into the classroom. Attendants (teachers) will be wearing their own high viz shirts. Each teacher will instruct their learning group how to enter and exit the building. Learning groups will be directed into the building through use of the PA system.

What is your staggered recess/break plan?

Teachers will determine necessary breaks during instructional time.

What is your staggered lunch plan?

Exit and re-entry for lunch will be staggered by learning group to our plan: the release and return of students will be announced over the PA.

What is your staggered exit plan for learning groups?

Students will leave by staggered grade learning groups by PA.

Where and how will parents drop off/pick up students at school?

For drop-off and pick-up, there will be a drop-off area in the first 4-6 parking spots of the teacher parking lot and join their staging area.

How will arrival/departure plans work with ensuring hand hygiene practices are followed?

There are five entrances with two people supervising the entry points who will ensure hand sanitizing.

What is the process for students waiting to board the bus?

There will be a staging areas for each of the learning groups. There will be visible signage for the learning groups and teachers on duty directing the students. Students and supervisors will be wearing their masks.

How will bus students be organized at the end of the day so they can sanitize their hands before loading the bus?

They will sanitize when they leave their classrooms.

What is the plan for allowing students to use the washroom (number of students in the washroom must not exceed the number of sinks)?

There will be two students permitted at a time. Each student will have their own bathroom card (student ID) to be in a holder/slot to place card in. The card will be larger than the receptacle, so that there is no touching of the receptacle. There will be 2m spaced x's on the floor outside the bathrooms where students stand to wait. Students will be wearing masks.

How will visitors contact the school for an appointment?

They can call or e-mail.

How will visitor movement be controlled within the school?

By appointment only. Visitors will be greeted and screened at the front door by office staff.

Where will the Visitor sign in/sign out log be located?

At the front desk

