



SCHOOL DISTRICT NO. 73
(Kamloops - Thompson)

Arthur Stevenson Communicable Disease Prevention Plan



Updated: January 5, 2022

The purpose of the Arthur Stevenson Elementary School Communicable Disease Prevention Plan is to guide staff and students and provide them with important information about preventing communicable disease including information on:

- being informed about communicable diseases and measures on how to support a safe school environment; and
- understanding their roles and responsibilities in maintaining and promoting safe and healthy schools.

Supporting Staff Safety

All staff were orientated to the District's *Safe and Healthy Facilities Communicable Disease Prevention Plan* and the schools' Communicable Disease Prevention Plan on Tuesday, September 7th and then again on Wednesday, January 5, 2022. Ongoing training will continue on a regular basis. Staff will have access to this plan in the staffroom, on the school website, in the office sign-in book, and electronically.

All K-12 staff and students are required to wear non-medical masks indoors, in schools, and on school buses. All staff will complete a Daily Health Check and record it on a staff spreadsheet prior to the start of the school day.

The staff room can accommodate up to 8 people in it at a time. A second temporary staff room is set up on the stage. This area can accommodate 8 people as well. Other staff can eat and have their breaks in the library or within their workspaces/classrooms. The eating and play time for students will be staggered, freeing up some classroom spaces for staff if they choose to eat in those locations.

The photocopy area can allow up to 3 people, the main office can accommodate up to 3 people, and the principal's office can accommodate up to 3 people.

Staff-only gatherings will be held virtually (e.g. staff meetings, professional development, etc.).

Communication to Parents/Guardians

This Communicable Disease Prevention Plan will be communicated to parents/guardians prior to January 10, 2022. This includes posting a copy of the plan on the school's website, including a link to the plan in the January 2022 newsletter, keeping a copy in the sign-in book in the office, and posting a copy in the staffroom.

An email will be sent to parents/guardians reminding them complete the Daily Health Check at home with their child on a daily basis. A printed copy for the DHC will be sent home with students and electronic copies will be emailed to parents/guardians and available on the school website. Instructions on how to use the K-12 Health Check App will be added to the January 2022 newsletter. 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 Monday, January 10, 2022.

Daily Health Checks

A daily health check is a tool to reduce the likelihood of a person with COVID-19 coming to work or school when they are infectious. Students, staff, and visitors should stay at home if they are sick. Parents and caregivers should assess their children daily for illness before sending them to school.

Staff or visitors will complete a daily health check prior to entering the school and confirm upon arrival. For the most up to date list of symptoms, please see the [Daily Health Check for Staff, Students and Visitors form](#).

Masks

Masks provide additional protection in a multiple layered system of protection to reduce the risk of transmission. Non-medical masks have a role to play in preventing the spread of COVID-19. They provide some protection to the wearer and to those around them. Those wearing masks should continue to respect others personal space.

All K-12 staff and students are required to wear a mask in schools at all times – with the following exceptions:

- If a person is eating or drinking;
- If the mask is removed temporarily to engage in an educational task (playing a wind instrument or engaging in high-intensity physical activity);
- While outside;
- If a person is behind a barrier; or
- While providing a service to a person with a disability or diverse ability (including but not limited to a hearing impairment) where visual cues, facial expressions and/or lip reading/movements is important.

Students who need a non-medical mask can get a disposable mask from the office. Our PAC purchased “Cobra” masks for each student and staff member.

Regular reminders to wear masks will be included on the morning announcements. Students will be reminded to put their masks on prior to entering the school. If a student does not have a mask upon entry, they will be provided with one at the doors.

Hand Hygiene

Students should perform hand hygiene at the following times:

- When they arrive at school.
- Before and after any breaks.
- Before and after eating.
- Before and after going to the library, gym, or other classroom.
- After using the toilet.
- After sneezing or coughing into hands.
- Whenever hands are visibly dirty.

Handwashing Locations

- Classes with classroom sinks – Sorensen, Head, Hawkings, Zelisko, Patterson, McLean, Dhaliwal, McKay, Cruz
- All gender bathroom and sink in laundry room – Kovacs
- Hallway sink – Bregoliss and Moroz/Szydlik
- Primary bathrooms – Parker
- Staff bathroom in intermediate hallway – Simpson
- Intermediate bathrooms - Langford

Additional Personal Measures

Staff and students are reminded to stay home when sick.

If symptoms develop at school, If students or staff become sick at school:

- Isolate the sick staff or student from others by ensuring they remain 2M apart from others while waiting to be picked up
- Students need to be supervised
- Ensure the sick staff or student puts on a mask if they can
- Ensure staff or student’s desk or table and isolation area is disinfected

Entering and Exiting Procedures

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 the school through designated doors:

- Classroom Doors (Sorensen, Head, Hawkings, McLean, Kovacs, Parker, Simpson, Moroz/Szydlik, Bregoliss)
- Front Doors (Patterson, Dhaliwal)
- South Facing Primary Doors (Zelisko)
- South Facing Intermediate Doors (Cruz)
- North Facing Intermediate Doors (McKay/Yakura, Langford)

Maximizing Space Between Students and Staff:

Within classrooms, desks will be spread out to maximize space and students will be seated so that they are facing the same direction as much as possible.

Lunch Breaks will be staggered:

Lunch 1		Lunch 2	
12:25-12:50 Eating in classroom 12:50-12:55 Handwashing/Getting dressed for outdoors (wait in classroom until dismissal) 12:55-1:20 Play time outside 1:20-1:25 Handwashing		12:25-12:55 – Play time outside 12:55-1:00 – Handwashing/Changing out of outdoor clothing 1:00-1:25 – Eating in classroom	
Classes	Location	Classes	Location
Zelisko, Patterson, McLean	Primary	Sorensen, Head, Hawkings	Primary
Langford, Parker, Kovacs, Simpson	Intermediate	Dhaliwal, McKay/Yakura, Cruz, Moroz/Szydlik, Bregoliss	Intermediate

Recess will be at the same time. Teachers will dismiss students out their designated doors. For those classes needing to go through the hallway to get to an outside door, the classroom teacher will supervise to ensure there is no congregating in areas (Zelisko, Patterson, Dhaliwal, McKay, Langford, Cruz).

To manage the flow of people in hallways, a line has been placed down the hallway. Students and staff will be required to walk on the right side of the hallway. This process will be taught and reinforced by school staff.

Lockers

To minimize crowding in the hallway, students will be assigned lockers. Locker assignments are:

- Hallway between rooms 119 and 114 – McKay’s and Simpson’s class
- Hallway by north intermediate doors - Langford’s class
- Hallway by south intermediate doors - Cruz’s class
- Lockers in main intermediate hallway - Kovacs
- Classroom Lockers plus some lockers in hallway between room 110 and 111– Moroz/Szydlik and Bregoliss
- Classroom cubbies – Parker/Kicia’s class
- Keep/store belongings in classroom - Hawkings
- Lockers on both sides of the classroom between Hawkings and Zelisko - Zelisko
- Hallway lockers - McLean, Patterson, Dhaliwal
- Hallway Cubbies - Head and Sorensen

In order to prevent gathering in the hallway, teachers will limit the number of students who will be in the hallways. To do this, they will:

- Stagger the times students can go to their lockers.
- There will be a maximum of 3 students allowed to go to their locker at a time per class.
- Students will be required pick up their belongings from their lockers and go back to classes to pack their backpacks.
- Students will be reminded not to stand in the hall and visit with their peers.

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 while indoors.

To further support student and staff safety, the procedure for visitors will be prioritized to those supporting activities that benefit students learning and well-being.

Drop off and pick up of students will be outside only.

Whenever possible, meetings with parents will be done virtually or outdoors. If meetings are held indoors, visitors will be required to complete the visitor orientation, complete a Daily Health Check, wash their hands, wear a non-medical mask, and sign in at the office.

All volunteers are required to participate in training prior to working with students and staff in

schools. The process for this training will be done with the principal during a scheduled training period.

Student Transportation on Buses

Arthur Stevenson does not have students transported to and from school on buses.

Food Services/Lunch

The plan for delivery of food services or lunch is:

There is no school-wide meal program at Arthur Stevenson. Arthur Stevenson does provide food for students when they come to school with no snack or lunch. Food that is given out is individually packaged or it is fresh fruit that has been washed. Proper handwashing protocols are followed prior to handing out food.

PAC organizes a Hot Lunch Day program twice a month. PAC orders food from restaurants that work follow the Food Premises Regulation.

Arthur Stevenson accepts food from the FoodShare program. This food is given to students to take home for their families to prepare.

Food sharing is restricted. No homemade food items are to be brought into schools at this time.

Bell Schedule

Warning Bell:	8:20 am
Start of Day:	8:30 am
Start of Recess:	10:20 am
End of Recess:	10:35 am
Start of Lunch:	12:25 pm
Warning Bell:	1:20 pm
End of Lunch:	1:25 pm
End of Day:	2:41 pm

Extra-Curricular Activities

Transportation:

Students will be transported on buses whenever possible. Prior to boarding the bus, students and staff will wash their hands. They will again wash their hands when they get off the bus. Since students and staff are required to stay home if they are sick, those on the bus will not be sick. If students develop symptoms on the bus, they will let their teacher know and alternate arrangements will be made for them to return home. If a staff member becomes sick, they will contact the school and alternate arrangements will be made for the staff member to return home. Students in grade 4 and up as well as adults will be required to wear masks while on the bus. Students in kindergarten to grade 3 will be encouraged to wear masks, but they are not required to wear them.

If busing is not available, carpooling may be considered. If carpooling occurs, students will be required to wash their hands before and after trips, spread out as much as possible, travel with the same people as much as possible, open windows when weather permits, wear a mask if aged 9 or

older and from different households.

All extra-curricular activities will align provincial K-12 health and safety guidelines including but not limited to:

- At this time, field trips are still being contemplated and we are awaiting direction from the Medical Health Officer.
- Hand hygiene, cleaning, disinfecting, respiratory etiquette specific to the activity.
- Equipment will be cleaned and disinfected.
- Equipment that touches the mouth will not be shared unless disinfecting in between use.
- Masks will be worn by adults and K-12 when indoors.
- Students will not be required to wear masks during high intensity physical activities.
- Utilize all available space to spread students and staff out as much as possible.
- Sport and extracurricular activities should be held outside whenever possible.
- Students will be encouraged to wash their hands before and after using equipment and cover their mouths when coughing or sneezing.
- School gatherings, such as assemblies, will be held virtually.
- At this time, no spectators or audience members are allowed at any school events or gatherings.

Cleaning and Disinfecting

Regular, enhanced, and as needed cleaning will be performed by custodial staff:

- Daytime custodians will disinfect frequently touched surfaces.
- Custodial staff will ensure ongoing inspection and filling of hand washing supplies including alcohol-based sanitizer dispensers in portables.
- Custodial staff will monitor supplies to ensure all necessary cleaning supplies are available.
- Evening custodial staff will thoroughly clean all areas.

Other staff may also clean areas as needed to maintain a clean environment noting the following:

- Cleaning supplies are provided by the school district.
- Do not bring cleaners from home.
- Do not take school materials home to clean.
- If cleaning is required, staff should notify the principal or school office.

Ventilation Improvements

- Upgraded Filters MERV 13 (November 2020)
- Continued to set intakes to a maximum opening and adjust according to the outside temperature
- Continue morning flushing (Monday – Friday)