



Galiano Community School Stage 2 Plan- revised February 5th, 2020-

This plan was developed under the principle of safety first following the safety guidelines of WorkSafe BC, BC Center for Disease Control and BC Ministry of Health.



This start-up plan will be supported by the four foundational principles established at the beginning of the COVID-19 pandemic:

- Maintain a healthy and safe environment for all students, families, teachers and staff
- 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 opportunity for all students

Galiano Community School Phase 2 Measures

Public Health Measures

We will be following the measures put in place by the Provincial Health officer. This includes:

- 1) **Prohibiting Mass Gathering-** by restricting access to the school. Our school's population with staff and students is 60 people. We will encourage parents, family members and visitors to stay outside of the school and to contact staff through phone calls, emails and outdoor meetings.
- 2) **Contact Tracing-**
 - a) will have systems in place to track students, staff and visitors in school and on the bus
 - b) will report elevated staff and student absenteeism (10% or more) due to influenza-like symptoms to school health officer

- 3) **Self-isolation and Quarantine-** students and staff with COVID-19 like symptoms will be asked to stay home and to call 8-1-1 and contact health-care providers
- 4) **Self-Isolation for International Travellers Returning to BC-** students and staff who have travelled outside of Canada will have to self-isolate for 14 days. School staff will support student with home learning activities.

Environmental Measures

At Galiano Community School, we are fortunate to have 7 acres of property with a school garden, forest, soccer field, two new playgrounds, blacktop area and hiking trails which allows the ability to work outside and limit physical contact. Our school has several separate entrances/exits and allows for each of our 3 classes to have their own door in/out of the school. Strong Start and our Daycare also have a separate access point.

- 1) **Outdoor Activities-** At GCS we will be trying to spend a lot of our time outside in our beautiful school yard/forest acreage. This will allow for effective distancing and limit physical contact. Every student has a clipboard to make outdoor learning easier.
- 2) **Cleaning and Disinfection-**
 - a) BSW will clean and disinfect general surfaces at least once every 24 hours and
 - b) Frequently touched surfaces (door knobs, table tops, light switches, etc.) will be cleaned at least twice every 24 hours. Under the new guidelines, P.E Equipment and musical instruments are considered frequently touched objects.
 - c) **Shared Equipment**
If shared equipment/items are used, they will be cleaned and disinfected, this includes electronic devices
Always practice hand hygiene before and after handling shared objects
- 3) **Classrooms-**
 - a) Students will be in seating arrangements and participate in activities to minimize physical contact.
 - b) Students will have their own supplies contained in labelled supply bins. Bags with individual manipulatives will be supplied
 - c) Extra furniture is removed from classrooms and hallways to increase open spaces

- d) Consistent seating plans will be encouraged
- e) Many windows and doors allow for improved ventilation

4) Social Emotional Focused Learning

- a) Share SEL resources for students and staff
- b) Focus on SEL to help build resiliency and self-regulation skills and help with dealing with trauma and anxiety in this time of COVID

5) Traffic Flow-

- a) Classes have assigned entry/exit doors (See Chart 1)
- b) Polyspots and visual cues will be on the floor to indicate flow direction in halls, classrooms and playgrounds
- c) Clear signage will be on doors to direct visitors and students
- d) Classes will have assigned washrooms
- e) Limits of one student per class in hallways during learning times will be in place

6) Physical Barriers- entrance into office will be off limits. The front reception will be accessed by the front windows and 2m markings to allow for physical distancing

Administrative Measures

Administrative measures include:

1) Cohorts/Learning Groups-

- a) With a school population of approximately 60 people including 8 staff members, we will have **2 cohorts/ learning groups** which reduces the number of in-person close interactions and allows flexibility in configurations. The learning groups will be a K-4 cohort and a Gr.5-8 cohort
- b) We will minimize the number of adults interacting with the cohorts as much that is practical to do so while supporting a positive and safe learning environment
- c) Anyone outside a cohort must physically distance

2) Food /Beverages-

- a) Staff will remind and encourage students not to share food and beverages
- b) There will be no access to microwaves and school cutlery for students
- c) No homemade food items such as birthday treats or bake sale items should be made available to students
- d) Students are encouraged to bring their own water bottles. Water fountains are turned off.

3) Sick at School- if a person develops symptoms at school they will immediately be separated into a supervised area, their parent/guardian will be contacted to pick them up. A 2-meter distance will be maintained (a non-medical mask will be worn

if that is not possible), and diligent hand hygiene will be practiced. Once the student is picked up the areas they used will be cleaned and disinfected. See Chart 3

4) Systems in Place for Contact Tracing-

- a) Daily bus passenger lists given to the office
- b) Sign in at the office of all visitors with date, name and contact information
- c) Daily attendance/arrival tracking will continue

5) Clear Communication-

- a) check for up-to-date news from school and district through email. The school's newsletter is sent out the second Thursday of each month.
- b) Parents to contact the school if child is staying home from school particularly if they have symptoms

6) Bus Transportation

- a) Bus will be cleaned and disinfected according to the BC Center for Disease Control
- b) Daily Consistent and assigned seating arrangement. Loading from back to front and offloading front to back. Student sit in own seats or with family member
- c) Hand hygiene encouraged- students should wash hands at home before getting on the bus and when they get home from school. Hand sanitizer available upon entry.
- d) Up to date passenger list will be kept daily
- e) Staff and Middle Year students are to wear masks

Personal Measures

Daily Health Screening

Parent and Caregiver Responsibilities

Daily Screenings start at home, ask these questions:

Does your child have any new symptoms of illness such as fever, chills, cough, shortness of breath, loss of sense of smell or taste, nausea, vomiting or diarrhea?

Additional Self Assessment Resources:

[K-12 Health Check App](#)

[Daily Health Check Example](#)

[BC COVID-19 Self Assessment Tool](#)

Staff and visitors are to sign in at front door that they have completed a daily health check.

Symptom Assessment and Illness Policies/Procedures

- Students and staff should stay at home when new symptoms of illness develop. The key symptoms to watch for are fever, chills, cough, shortness of breath, loss of sense of taste or smell, nausea, vomiting and diarrhea
- If staff or students (or their parents) indicate that symptoms are consistent with a previously diagnosed health condition and are not unusual for that individual, they may return to school. No assessment or note is required from a health care provider
- For mild symptoms, without fever, students and staff can monitor at home for 24 hours. If symptoms improve, they can return to school without further assessment
- If symptoms include fever, or if after 24 hours, symptoms remain unchanged or worsen, seek a health assessment. A health assessment can include calling 811, a primary care provider like a physician or nurse practitioner, or going to a COVID-19 testing centre
- When a COVID-19 Test is recommended through a health assessment,
 - If the test is **positive**, the person should stay home until they are told by public health to end their self-isolation. In most cases this is 10 days after the onset of symptoms. Public health will contact everyone with a positive test
 - If the test is **negative**, the person can return to school once symptoms have improved and they feel well enough. Symptoms of common respiratory illnesses can persist for a week or more
- If a COVID-19 test is not recommended by the health assessment, the person can return to school when symptoms have improved and they feel well enough.
- If a student or staff member is confirmed to have COVID-19, Public Health will do an investigation to confirm if any staff or students that have been in close contact with that person and will need to self-isolate. Public Health will inform the school and the Superintendent if there are any close contacts of a confirmed case within a Learning Group or school

Hand Hygiene and Respiratory Etiquette –

Diligent handwashing/use of sanitizer will be built into our daily school schedule with time allocated for this important measure. At orientation, students will learn and practice proper hand washing and respiratory etiquette (Students and staff should cough or sneeze in their elbow or tissue and refrain from touching face). See Chart 2

Physical Distancing

Physical distancing refers to a wide range of measures aimed at reducing close contact with others. Physical distancing is used as a prevention measure because COVID-19 tends to spread through prolonged, close, face-to-face contact.

- Within Learning Groups, physical distancing should include avoiding physical contact, minimizing close, prolonged, face to face interactions, and spreading out as much as possible within the space available.
- Outside of Learning Groups, physical distancing should include avoiding physical contact and close, prolonged face-to face interactions, spreading out as much as possible within the space available, and ensuring there is 2 metres of space available between people from different Learning Groups.

Personal Protective Equipment Measures

Masks-

Under the updated health and safety guidelines, masks are required for all staff and students in middle years (Siobhan’s class) at all times unless they are:

- Sitting in or standing at their seat or desk/workstation in a classroom or learning space
- there is a barrier in place
- eating and drinking
- outdoors

Masks are available for all staff and students who request them

If a person becomes ill, they will be asked to wear a mask

Chart 1

Students will be asked to Enter and Exit a particular door to help maintain physical distance between cohorts and limit physical contact.

Class	Door Entry/Exit
K/1 (Brenda/Kim)	Classroom Door
Grades 2-5 (Cathy)	Front Door
6-8 (Siobhan)	Side door (near MY classroom)

Staff Protocols for Student Arrival/Pick up & Handwashing:

- Be at your door area at 8:35 (Bus arrival) to welcome students and ensure they are limiting physical contact. Ask them about their mode of transportation home
- Students are to line up at their assigned door on the visual cues on the ground
- Classroom doors should be open so no handle touching by kids needs to occur
- Teachers guide students in and then students immediately head to their handwashing stations in classroom
- Teacher teach the handwashing song

<https://www.cbc.ca/news/canada/ottawa/washing-hands-song-1.5398385>

Chart 2 Hand Hygiene

When Students Should Perform Hand Hygiene:	When Staff Should Perform Hand Hygiene:
<ul style="list-style-type: none"> • When they arrive at school. • Before and after any breaks (e.g., recess, lunch). • Before and after eating and drinking (excluding drinks kept at a student’s desk or locker). • Before and after using an indoor learning space used by multiple cohorts (e.g. the gym, music room, science lab, etc.). • After using the toilet. • After sneezing or coughing into hands. • Whenever hands are visibly dirty. 	<ul style="list-style-type: none"> • When they arrive at school. • Before and after any breaks (e.g. recess, lunch). • 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.

- Students settle their belongings at their desk space or outdoor learning space
- At pick up time please lead your students to the designated space outside the door. Students are to wait in the marked line-up until their caregiver arrives.

Additional Measures for implementing physical distancing and limiting physical contact:

- Doors either wide open against wall or closed
- Lockers closed
- Use outdoors as much as possible – field, outdoor classroom
- Classroom design already addressed as per above
- Use of garden area for exploration learning
- Individual challenges that students then demonstrate to the rest of the class
- PE/body break time outdoors – relays, obstacle courses, individual challenges

Chart 3

What to Do if a Student or Staff Member Develops Symptoms

<i>If a Student Develops Any Symptoms of Illness</i>	<i>If a Staff Member Develops Any Symptoms of Illness</i>
Parents or caregivers must keep the student at home	Staff must stay home
IF STUDENT DEVELOPS SYMPTOMS AT SCHOOL:	IF STAFF DEVELOPS SYMPTOMS AT WORK:
<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 2-metre distance from the ill student. If not possible, staff should wear a non- medical mask or face covering if available and tolerated, or use a tissue to cover their nose and mouth. 4. Provide the student with a non-medical mask or 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 recently used by them (e.g., classroom, bathroom, common areas). <p>Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.</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).
<p>The threshold for reporting student and/or staff illness to public health should be determined in consultation with the school medical health officer</p>	
<p>Anyone experiencing symptoms of illness should not return to school until they have been assessed by a health-care provider to exclude COVID-19 or other infectious diseases AND their symptoms have resolved</p>	

