



2021-22 COVID-19 Communicable Disease Plan

In accordance with the Ministry of Education's K-12 Restart Plan, revised on August 24, 2021, St. Thomas Aquinas Regional Secondary School (STA) will be continuing with Grades 8-12 in-class instruction each day. The 2021/22 school year continues in Stage 2 of the K- 12 Restart Plan with the goal of maximizing in-class instruction for all students within the revised public health guidelines. Key changes from the April version of our Safety Plan are highlighted in yellow.

Key Principles

We will continue to adhere to the standards, guidelines and protocols from the BC Centre for Disease Control and WorkSafeBC.

We will continue to adhere to the protocols set out in the Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings (updated August 24, 2021).

Whenever possible, feasible and practical control measures in accordance with the order of the Provincial Health Officer, have been selected to provide the best/widest protection to all staff and students within the school community.

This communicable disease plan is posted on the STA school website for parents and students. This information is based on the best evidence currently available and will be updated as new information becomes available.

This plan is subject to changes to local, regional and provincial orders.

Physical Building

- Signage to reinforce self-screening, hand hygiene, distancing and directional use of hallways, signage in bathrooms and availability of hand sanitizer will remain in place for the 2021-2022 school year.
- Washrooms are no longer restricted to specific cohorts; however maximum occupancy of five students at any time will be maintained.
- Air flow will be increased when climate allows (ie. opening windows and doors).

Record Keeping

Classroom Teachers

- Teachers will continue to maintain regular seating plans for students in each class.
- These may be referred to or shared with public health officials who are engaged in case management or contact tracing support.

Office Staff

- Office staff **will continue to** keep a list of the date, names and contact information for all visitors who enter the school.
- Office staff **will continue to** keep a list of students who travel outside Canada during the 2021-22 school year.
- We will continue to monitor school attendance to track student and/or staff absence and compare against usual absenteeism patterns at the school.

Access to School Site

- **Visitor access to the school should be for essential reasons only, and should be arranged in advance by appointment.** All visitors will sign in upon arrival. Parents are requested not to come to the school day to drop off lunches, supplies, etc.
- If parents/caregivers need to contact the school principal or their student's teachers, they will be directed to do so by phone or email. In-person visits should be arranged in advance by appointment.
- Visitors must be aware of and follow safety protocols; limited in their access to necessary spaces only; and will be asked to confirm they have completed the requirements of a daily health check before entering the school building.

Arrival Time and Procedure

- Upon entering the building, staff are to report to the office, verify their health, sanitize their hands and sign-in the attendance logbook.
- Prior to leaving home, students will conduct a daily health check.
- **Upon arrival, entry doors are no longer restricted to specific cohorts.**
- Students will sanitize their hands upon entering the building.

Dismissal Time and Procedure

- Students will be dismissed at 3:00 p.m. each day **except on the first Monday of each month when they will be dismissed at 2:20 P.M.**
- Students may remain at school after dismissal for extra-curricular activities.

Breaks & Lunch

- Bathroom breaks will be at the teachers' discretion. Washrooms are limited to five students at any time. Masks are mandatory outside the classroom.
- Outdoor congregations to take respectful distancing into account.

Physical Distancing and Space Arrangement

Although public health no longer recommends learning groups and physical distancing of two metres as communicable disease measures for the K-12 setting, there are a number of strategies which schools can consider to help create space between people:

- Staff and students will be reminded about respecting others personal space.
- Available space will be used to spread people out whenever possible.
- We will **continue to** stagger the Junior and Senior lunch hours to reduce crowding.
- Students may be taken outside more often, where and when possible.

- Floor markings will remain in place to manage the flow of people.
- Students may return to normal seating arrangements, but teachers will maintain seating plans to assist public health with case management and contact tracing.

Exposure Control Measures

Exposure control measures help create safe environments by reducing the spread of communicable diseases like COVID-19. Multiple protections strategies, informed by public health advice, will be implemented to ensure that STA is a safe environment and will include:

Staff

- Staff must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school. Should symptoms be present, staff must not report for work.
- Staff members are to sign in at the office each day and complete a form provided by CISVA to indicate they are healthy and have not been exposed to COVID-19.
- If a staff member observes that a student at school is ill, they will refer the student to the administration for assessment.

Students/Parents/Families

- Parents/caregivers will be expected to check their children daily for signs and symptoms of illness prior to school arrival.
- Parents will be required to complete the green “Letter of Expectation for Parents and Students”, sign, and return the document before their child starts school.
- Children who appear to be ill will NOT be allowed in the school building.

Case Finding, Contact Tracing and Outbreak Management

At the School Level

- The office will call the parent to arrive as soon as possible when notified their child is ill. Parent will need to have a plan in place.
- The office will contact 811 or the local public health unit to notify them of a potential case and seek further input.
- The office will record illness in First Aid records in the event this information is later needed.
- Staff member is to put on a mask and immediately separate the sick child from others and direct them to the office. Office staff will direct him/her into the Nurse’s Room until the parent/guardian arrives. Apply physical distancing, respiratory etiquette, and hand hygiene principles while waiting for pick up. Avoid touching student’s body fluids (mucous/saliva). Wash hands thoroughly.
- Staff member to clean/disinfect area where child was re-located.

At the Public Health Level

- If a staff or student in a school is confirmed by public health as positive for COVID-19, public health will work with school administration to determine what actions should be taken, including if any staff or students who have been in contact with that person need to self-isolate, and if other staff and students’ families should be notified.
- Schools should NOT provide notification to staff or students’ families if a staff

member or student becomes ill at home or at school, including if they display symptoms of COVID-19, unless directed to by public health.

At the Home Level

- Children with common cold, influenza or COVID-19 like symptoms must stay home, be assessed by their health care provider and tested for COVID-19.
- 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
- If concerned, parents 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.

Infection Prevention

Handwashing and Hygiene

- Students will be asked to wash their hands frequently, including before coming to school. They will have access to hand sanitizer when hand washing is not available.
- Washroom areas will be monitored. Maximum capacity in the washroom is five.
- Hand sanitizers will be available on each floor and other areas including the entries to the school, washrooms, etc.

Food and Personal Items

- Parents will be asked to label ALL personal items, including water bottles and masks.
- Students **will be issued** lockers in which to keep their belongings during the day.
- The homeroom teacher will give more specifics but, in general, students are to bring:
 - Water bottle
 - Snack/lunch in a container. There can be no sharing of food or utensils.
 - School supplies and personal device (laptop) as specified by the teacher. There is no communal sharing of supplies.
 - Personal size hand sanitizer-labeled with student's name (optional).
- Staff room amenities, staff coffee urns, kettles, fridge, microwave, etc. may be continued to be used.
- The Public Health Guidance says that " there is no need to limit the distribution or sharing of books or paper based educational resources." **Library books no longer need to be cleaned after use.**
- Avoid sharing communal equipment/supplies as much as possible.

Personal Protection Equipment and Cleaning

- Staff will have access to personal protection equipment.
- Students will be trained on appropriate hand hygiene.
- Staff and/or students will **no longer be required to** clean desks and chairs after use.
- The school **will continue to** receive enhanced cleaning each evening by the custodians, including electrostatic sanitization (fogging) of desks and chairs in classrooms and occasional ZeroBlast™ treatment of touched surfaces, as these have proven to be very effective in keeping bacteria and cellular formation to a minimum.

Use of Personal Protective Equipment

- Masks must be worn by staff and students indoors in school and on school buses.
- Masks must be worn by visitors when they are inside the school.
- Cloth masks can be labeled with the students' name.
- This mask requirement does not apply in the following circumstances:
 - to a person who cannot tolerate wearing a mask for health or behavioural reasons
 - to a person who is unable to put on or remove a mask without assistance
 - if the mask is removed temporarily for the purpose of identifying the person wearing it
 - if the mask is removed temporarily to engage in an educational activity which cannot be performed while wearing a mask (e.g. playing a wind or brass instrument, engaging in high-intensity physical activity, etc.)
 - if a person is eating or drinking
 - if a person is behind a barrier, or working alone in an office, or
 - while providing a service to a person with a disability where visual cues, facial expressions and/or lip reading/movements is important.

Environmental Measures: Cleaning, Sanitizing and Disinfecting

Environmental Measures 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. This includes:

- General cleaning and disinfecting of the premises at least once a day.
- In addition, contact surfaces in all rooms will receive an electrostatic sanitization each evening.
- Using common, commercial grade detergents and disinfectant products and closely following the instructions on the label.
- Emptying garbage containers daily.
- Wearing disposable gloves when cleaning blood or body fluids (e.g. runny nose, vomit, stool, urine).
- Washing hands before wearing and after removing gloves.
- Shared items (e.g. shared school supplies, devices, coffee and water stations, plates, etc.) should not be used. Staff should bring their own items.
- There is no evidence that COVID-10 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.
- The custodian will ensure that hand washing supplies are available at all times (i.e. soap and minimum 60% alcohol-based hand sanitizer.)
- The custodian **has trained** the evening janitors as to supplies and cleaning protocols to be used in the school under these new requirements.

Staff Meetings

- Ensure respectful distancing **and wearing of masks**.
- Update staff in the latest facts and basic information about coronavirus disease (COVID-19), including how to prevent transmission (scheduled for August 31, 2021).

Additional Information

- Extracurricular activities will operate in alignment with provincial K-12 health and safety guidelines, including activities held off campus.
- In person inter-school events including competitions, tournaments, and festivals may resume.
- Parent Participation – Cafeteria parents **can continue to** prepare and distribute lunch items provided they are symptom free, are gloved, masked and wearing visors.

Additional Changes

- Student Assemblies and Masses **no longer need to be limited to individual cohorts.**
- **Field trips may resume. Overnight trips (e.g. retreats, athletics, music) should consider guidance provided for overnight camps from the BCCDC.**
- **Meet the Teacher Night & Parent/Teacher Interviews – The format for these evenings will be announced closer to the dates.**

Communication Strategies and Training

- Everyone in the school community (staff, students and parents) will know the policies around staying home when they are sick. This information will be communicated in writing.
- All staff will be trained and informed as to how to keep themselves safe while at school. A formal staff training and information session **will be held on August 31** and included:
 - a comprehensive update on COVID-19 from Vancouver Coastal Health**
 - the risks of exposure to COVID-19
 - how to report an exposure to or symptoms of COVID-19
 - safe procedures and instructions regarding proper hand washing, cough/sneezing etiquette, etc.
 - review of changes to the Provincial K-12 Communicable Disease Plan, and this Communicable Disease Plan
- Staff will be informed of changes made to work policies, practices, and procedures due to the COVID-19 pandemic. During the daily check-in, updates will be provided when available.
- The health and safety measures in place prior to the pandemic are still in place.
- The administration will keep records of training meetings. Covid-19 related meetings are documented and minutes available in the staff room and the Principal's office.
- Signage will be posted around the school including wayfinding and effective hand washing practices. Signage will also be posted at the main entrance indicating who is restricted from entering the school including anyone with symptoms.

Monitor the Workplace and Update Plans

- As new information is provided, some of these protocols and guidelines may change and revisions will be posted.
- Steps will be taken to update policies and procedures and involve the staff in this process.
- All staff are asked to raise any safety concerns with the Principal.

Appendix A

Music teachers will be provided with the Health & Safety Guidelines for Music Classes prepared by the BC Music Educators' Association, which are to be followed during Band and Choir classes.

Students may remove their masks temporarily for the purpose of playing a wind or brass instrument.


Appendix B

Physical Health Education teachers and athletic coaches will be provided with the relevant pages from the Provincial K-12 Communicable Disease Plan Revised **August 24**, 2021 for PHE classes and sports teams.

Students may remove their masks temporarily for the purpose of engaging in high-intensity physical activity.

Note: All staff **will be provided** with a refresher on the Communicable Disease Plan at the general staff meeting on **August 31**, 2021.

Revised Daily Health Check for Staff and Students (updated August 24, 2021)

 DAILY HEALTH CHECK	
KEY SYMPTOMS OF ILLNESS	WHAT TO DO
Fever (above 38°C) Chills Cough Difficulty breathing Loss of sense of smell or taste	If yes to 1 or more of these symptoms: Stay home and get a health assessment. Contact a health care provider or 8-1-1 about your symptoms and next steps.
OTHER SYMPTOMS	WHAT TO DO
Sore throat Loss of appetite Headache Body aches Extreme fatigue or tiredness Nausea and vomiting Diarrhea	If yes to 1 symptom: Stay home until you feel better. If yes to 2 or more of these symptoms: Stay home for 24 hours. If symptoms don't get better or get worse, get a health assessment; contact a health care provider or 8-1-1 about your symptoms and next steps.
INTERNATIONAL TRAVEL:	WHAT TO DO
Have you returned from travel outside Canada in the last 14 days?	If yes: All students and staff who have travelled outside of Canada are required to self-quarantine for 14 days after arrival under both provincial and federal orders. This includes students who are attending school from abroad. Students from outside of Canada should plan to arrive in Canada at least two weeks before they are scheduled to attend school to adhere to the self-quarantine orders. Additional information is available here .
CLOSE CONTACT	WHAT TO DO
Have you been contacted by public health and notified that you are a close contact of a person confirmed to have COVID-19?	If yes: Please follow the instructions provided by Public Health. You can call 8-1-1 anytime to get advice about how you are feeling and what to do next. Pay attention to how you are feeling. If it becomes harder to breathe, you can't drink anything or feel much worse, seek urgent medical care at an urgent care clinic or emergency department.

Check your symptoms with the [K-12 Health Check](#). If you have any questions, or the symptoms get worse, contact your healthcare provider, or call 8-1-1. For more information on COVID-19, please go to www.bccdc.ca. If you develop severe symptoms, such as difficulty breathing (e.g. struggling to breathe or speaking in single words) or chest pain, call 9-1-1 or go to the nearest Emergency Department.

Please check BCCDC's [Symptoms of COVID-19](#) regularly to ensure the list is up to date.

Use of Cloth Face Coverings to Help Slow the Spread of COVID-19

How to Wear Cloth Face Coverings

Cloth face coverings should—

- fit snugly but comfortably against the side of the face
- be secured with ties or ear loops
- include multiple layers of fabric
- allow for breathing without restriction
- be able to be laundered and machine dried without damage or change to shape

CDC on Homemade Cloth Face Coverings

CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), **especially** in areas of significant community-based transmission.

CDC also advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.

Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the cloth face covering without assistance.

The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.

Should cloth face coverings be washed or otherwise cleaned regularly? How regularly?

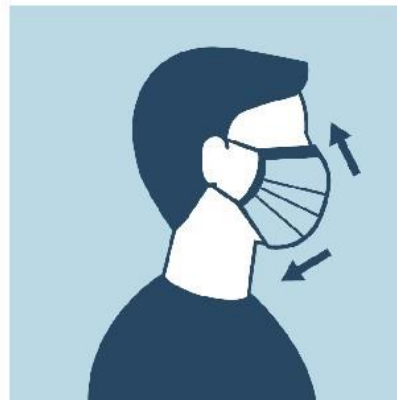
Yes. They should be routinely washed depending on the frequency of use.

How does one safely sterilize/clean a cloth face covering?

A washing machine should suffice in properly washing a cloth face covering.

How does one safely remove a used cloth face covering?

Individuals should be careful not to touch their eyes, nose, and mouth when removing their cloth face covering and wash hands immediately after removing.



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cdc.gov/coronavirus

CLEAN YOUR HANDS USING SOAP AND WATER

1



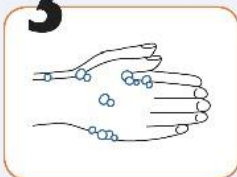
Wet hands with warm water.

2



Apply soap.

3



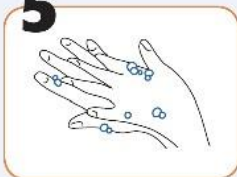
Lather soap and rub hands palm to palm.

4



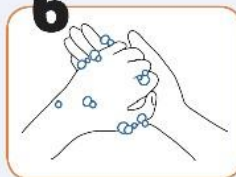
Rub in between and around fingers and wrists.

5



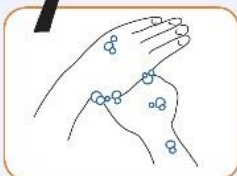
Rub back of each hand with palm of other hand.

6



Rub nail beds of each hand in opposite palm.

7



Rub each thumb clasped in opposite hand.

8



After 15 to 20 seconds rinse thoroughly under running water.

9



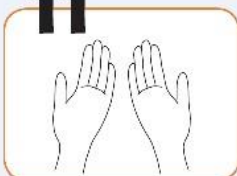
Pat hands dry with paper towel.

10



Turn off water using paper towel.

11



Your hands are now clean.

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