



COAST MOUNTAINS BOARD OF EDUCATION  
SCHOOL DISTRICT 82

SCHOOL SITE  
SAFE WORK PROCEDURES  
SEPTEMBER 2020



**CORONAVIRUS (COVID-19)**

*Updated: September 11, 2020*

*(Reflects updated Public Health Guidance for K-12 School Settings)*



# COAST MOUNTAINS SCHOOL DISTRICT 82 SCHOOL SITE SAFE WORK PROCEDURES SEPTEMBER 2020

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On July 29, 2020, the Ministry of Education announced a plan to safely bring K-12 students back to class full time. Enhanced safety measures and additional resources will enable most students in grades K-12 to return to school in September 2020, with full-time in-class learning as the province moves to Stage 2 of B.C.'s Education Restart Plan.

- All schools will reopen in Stage 2 of the [Five Stages Framework for K-12 Education](#) in September 2020. The Ministry recognizes the importance of having students in the classroom to minimize learning gaps and to provide the academic, social and emotional supports which are essential for every learner. Maximizing in-class instruction for all students within current health and safety guidelines for schools is a crucial part of [BC's Restart Plan](#). For many students, school is a safe and welcoming space that provides access to supports that may not be available in their home environment. The Ministry's five-stage framework approach supports school districts and independent school authorities in maintaining high standards of educational instruction while lowering the risk of transmission of the novel coronavirus (COVID-19) in compliance with the:
  - [COVID-19 Operational Guidelines for School Districts and Independent School Authorities](#)
  - [Provincial COVID-19 Health and Safety Guidelines for K-12 Settings](#)
  - [BCCDC's COVID-19 Public Health Guidance for K-12 School Settings](#)
  - [WorkSafeBC's Education \(K-12\): Protocols for returning to operation.](#)

*The primary directive from the Federal and BC Provincial governments is aimed at limiting potential exposure of Canadians to COVID-19. Employers are to review operations and take preventative measures to mitigate the risks of exposure to all workers. Everyone must do their part to help reduce the spread of the virus and help flatten the curve. Coast Mountains School District 82 requires that all staff comply with the following measures and safe work procedures.*

### **COVID-19 Preventative Measures to Mitigate Risk and Stop Transmission**

- Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing, going to the bathroom, and before eating or preparing food.
- If sinks are not available (e.g., students and staff are outdoors), use alcohol-based hand rub containing at least 60% alcohol.
- Maintain safe physical distancing of two meters between yourself and others.
- Non-medical masks will be required for staff, middle and secondary students in high traffic areas such as buses and in common areas such as hallways or any time outside of their learning group whenever physical distancing cannot be maintained.
- If you have to cough or sneeze, try to do it into your elbow or a tissue, and then throw out the tissue if used and wash your hands afterwards.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Stay home when you are sick. If you have a fever, a new cough or are having difficulty breathing, call 811.
- Avoid close contact with people who are sick.
- Clean and disinfect frequently touched objects and surfaces.
- Refrain from sharing any food, drinks or unwashed utensils.
- If you have questions about whether or not you should be tested for COVID-19, use the [self-assessment tool](#).





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### COVID-19 Preventative Measures to Mitigate Risk and Stop Transmission (continued)

- Any student or staff who has symptoms of COVID-19 OR has travelled outside Canada in the last 14 days OR was identified as a close contact of a confirmed case or outbreak must stay home and self-isolate, including children of essential service workers.

### General Ventilation and Air Circulation

School districts and independent school authorities are required to ensure that heating, ventilation and air conditioning (HVAC) systems are designed, operated, and maintained as per standards and specifications for ongoing comfort for workers (Part 4 of the Occupational, Health & Safety Regulation). In order to enhance school ventilation, schools should consider:

- Moving activities outdoors when possible (for example, lunch, classes, physical activity) and consider moving classrooms outside when space and weather permit.
- Ensuring that the ventilation system operates properly – all air filters have been changed in August in preparation for the new school year.
- Increasing air exchanges by adjusting the HVAC system – the Facility Services Department will increase minimum fresh air intake for all classrooms with the capability for the adjustment.
- Opening windows when possible and if weather permits – windows are checked for safe operation.

CMSD82's plan for HVAC systems from the Ashrae epidemic task force – schools and universities – update July 17, 2020:

1. Building HVAC systems are being turned onto occupancy mode starting September 1 to flush the air within the building.
2. A daily air flush will be added to the digital programming 2 hours before the expected occupancy at 7:00 a.m.
3. Buildings with CO2 sensors will have the maximum concentrations in occupied space set between 800-1000 ppm.
4. Temporary measure to add 10% fresh air to the established programming criteria for fresh air demand.
5. Currently Merv 8 filters are being used in all HVAC systems in CMSD82.
6. Each system is being evaluated for the capacity to use MERV 13 filters.

### Masks

- Non-medical masks will be required for staff, middle and secondary students in high traffic areas such as buses and in common areas such as hallways or any time outside of their learning group whenever physical distancing cannot be maintained.
- Middle and secondary students should wear non-medical masks while riding the bus to and from school. These should be put on before loading and taken off after offloading.
- Non-medical masks are recommended for use in situations where a person cannot maintain physical distance for an extended period of time. This includes riding the bus to school where a student may be sitting next to a person outside of their household or cohort.



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### Masks (continued)

- Non-medical masks are not recommended for elementary school students due to the increased likelihood they will touch their face and eyes, as well as require assistance to properly put on and take off their mask (requiring increased close personal contact from school staff).
- No student needs to wear a non-medical mask if they have a pre-existing medical condition or they do not tolerate it. Wearing a non-medical mask is a personal choice.

### Teachers Teaching-on-Call (TTOCs) & Other Itinerant Staff Safety Orientation Training

TTOCs and other itinerant will receive training as follows:

- September 9 – TTOC Safety Orientation Training Session via Zoom
- September 11 – Itinerant Staff Safety Orientation Training Session via Zoom

### Illness

- If you are sick, stay home and contact your Principal/Vice Principal or Supervisor.
- If you start to develop symptoms while at work, let your Supervisor know via email or phone and go home. Exit building safely.
- The Principal/Vice Principal or Supervisor will contact the Director of Human Resources.
- The Director of Human Resources will contact you with the next steps.
- If you have been in contact with someone that has been diagnosed with COVID-19 or a presumptive case, you **MUST** report this to your Principal/Vice Principal or Supervisor.

### Student Health Screening

- As students enter the building and as they enter their classrooms they will be visually screened for signs of illness by the adult who is at the door. Signs of illness to look for may include: coughing, runny nose, sweating, a flushed face.
- Students will also be asked if they are feeling well.
- If the adult sees signs of illness, or gets a report of feelings that they are unwell from the student, the staff member will direct the student to the office and report to the principal that the student has signs of illness.
- If an adult notices signs or reports of illness at any time during the day, they will immediately direct the student to the office and report to the principal.
- At the office:
  - The student will be given a non-surgical mask to wear and will be seated in a secluded area away from contact with students or other personnel. They will be asked to wait there until they are picked up to go home.
  - Parents will immediately be phoned and asked to pick up their child as soon as possible from the office.
  - Parents will be told the school protocol for signs of illness and will be asked to monitor their child at home for illness and seek medical guidance as needed.
  - Upon pick-up the parent they will be given a copy of the wellness checklist for reference.
- Students may return to school when they are well and all signs of illness have gone. If the family has sought medical assistance, it is expected that the medical professional would indicate that the child is well and able to return to school.





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## Appendix C: Daily Health Check Example

The following is an example of a daily health check to determine if you should attend school that day.

Daily Health Check			
1. Key Symptoms of Illness*	Do you have any of the following new key symptoms?	CIRCLE ONE	
	Fever	YES	NO
	Chills	YES	NO
	Cough or worsening of chronic cough	YES	NO
	Shortness of breath	YES	NO
	Loss of sense of smell or taste	YES	NO
	Diarrhea	YES	NO
	Nausea and vomiting	YES	NO
2. International Travel	Have you returned from travel outside Canada in the last 14 days?	YES	NO
3. Confirmed Contact	Are you a confirmed contact of a person confirmed to have COVID-19?	YES	NO

If you answered “YES” to one of the questions included under ‘Key Symptoms of Illness’ (excluding fever), you should stay home for 24 hours from when the symptom started. If the symptom improves, you may return to school when you feel well enough. If the symptom persists or worsens, seek a health assessment.

If you answered “YES” to two or more of the questions included under ‘Symptoms of Illness’ or you have a fever, seek a health assessment. A health assessment includes calling 8-1-1, or a primary care provider like a physician or nurse practitioner. If a health assessment is required, you should not return to school until COVID-19 has been excluded and your symptoms have improved.

When a COVID-19 test is recommended by the health assessment:

- If the COVID-19 test is **positive**, you should stay home until you are told by public health to end 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 COVID-19 test is **negative**, you can return to school once symptoms have improved and you feel well enough. Symptoms of common respiratory illnesses can persist for a week or more. Re-testing is not needed unless you develop a new illness.
- If a COVID-19 test is **recommended but is not done** because you choose not to have the test, or you do not seek a health assessment when recommended, and your symptoms are not related to a previously diagnosed health condition, you should stay home from school until 10 days after the onset of symptoms, and then you may return if you are feeling well enough.

If a COVID-19 test is not recommended by the health assessment, you can return to school when symptoms improve and you feel well enough. Testing may not be recommended if the assessment determines that the symptoms are due to another cause (i.e. not COVID-19).

If you answered “YES” to questions 2 or 3, use the [COVID-19 Self-Assessment Tool](#) to determine if you should seek testing for COVID-19.

A health-care provider note (i.e. a doctor’s note) should not be required to confirm the health status of any individual.





**If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.**



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### Entering/Leaving the Building

- Maintain safe physical distancing guidelines of two metres between people when entering and leaving the building. **Do not enter or leave the building in groups!**
- Each school will identify entrances and exits to be used by all staff. These entrances and exits will be propped open during the 15-minute entry and exit period.
- Wash your hands after you enter the building and disinfect your workspace as needed.

### Daily Sanitizing Routines

- Wash your hands when you arrive at school. Disinfect your work area as needed.
- If you must meet in an alternate space (as identified by your administration), disinfect the used: surfaces, furniture, equipment etc. after the meeting.
- Disinfect all shared surfaces, furniture equipment etc. when finished.



### Additional Cleaning and Disinfecting Procedures

- Schools will be cleaned and disinfected in accordance with the BCCDC’s Cleaning and Disinfectants for Public Settings. Cleaning practices will be in line with the Provincial Health Officer’s COVID-19 Public Health Guidance for Childcare Settings.
- A cleaning policy that focuses on high-traffic areas and high-contact surfaces such as doors and cabinet handles, stair railings, washrooms, shared office spaces, desks, keyboards, light switches, and communications devices is in place.
  - Cleaning and disinfecting schedules are in place such that high-touch surfaces are frequently cleaned during the day. General cleaning and disinfecting of the premises will occur at least once a day. Frequently-touched surfaces will be cleaned and disinfected at least twice a day. Reference Frequently Touched Surfaces within the [Provincial COVID-19 Health and Safety Guidelines for K-12 Settings](#) for examples of frequently touched surfaces.



**1. STAY HOME  
WHEN SICK**

*All students and staff with common cold, influenza, COVID-19, or other respiratory diseases must stay home and self-isolate.*



**2. HAND HYGIENE**

*Everyone should clean their hands more often!*

*Thorough hand washing with plain soap and water for at least 20 seconds is the most effective way to reduce the spread of illness.*



**3. RESPIRATORY AND  
PERSONAL HYGIENE**

*Cover your coughs.*

*Do not touch your face.*

*No sharing of food, drinks, or personal items.*



**4. PHYSICAL DISTANCING  
AND MINIMIZING  
PHYSICAL CONTACT**

*Spread students and staff out to different areas when possible.*

*Take students outside more often.*

*Stagger break and transition times.  
Incorporate individual activities.*

*Remind students to keep their hands to themselves.*



**5. CLEANING AND  
DISINFECTION**

*Clean and disinfect frequently touched surfaces at least twice every 24 hours (once during the school day).*

*General cleaning of the school should occur at least once a day.*

*Use common cleaning and disinfectant products.*

**Daily Communication Routines**

1. When you arrive at school, head straight to your classroom or designated work area.
2. Check in at the office via procedure established by the Principal/Vice Principal or Supervisor.
3. Call or email your Principal/Vice Principal or Supervisor with any questions throughout the day.
4. Check your email regularly for updates.
5. Check out at the office when you are leaving the building at the end of the day as per the check-in/check-out procedure.





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### Physical Distancing

- Follow safe social distancing guidelines of maintaining two meters' distance between people.
- Work in your classroom, office or workspace as much as possible.
- If you need to talk to someone, make sure you stay **six feet or two metres** away or use your phone to contact them.
- If you need to work in a group or meet with others, ensure that you are in a space that allows for the six feet/two metre distance among people.
- Use Zoom, FaceTime, Skype, Microsoft teams, etc. as much as possible.

### Social Distancing: Deliveries

Deliveries from outside agencies including mail delivery should be conducted in a manner as to minimize contact. Wash your hands before and after accepting deliveries and handling mail.

### Use of Vehicles

Should staff need to travel to a different location within the school district, only one person per vehicle.

### Transportation

- Cleaning and disinfection of the high-touch areas of the bus at the start of the shift and after drop-offs. Buses used for transporting students will be cleaned and disinfected according the guidance provided in the [BCCDC's Cleaning and Disinfectants for Public Settings](#) document.
- We will encourage private vehicle use where possible to decrease transportation density.
- Have students sit in their own seat wherever possible; students from the same household can share seats if space is limited.

### Student Transportation on Buses

Contracted bussing service will comply with the following:

- Buses used for transporting students should be cleaned and disinfected according to the guidance provided in the [BCCDC's Cleaning and Disinfectants for Public Settings](#) document. Additional guidance is available from Transport Canada.
- Bus drivers should clean their hands often, including before and after completing trips. They must regularly use alcohol-based hand sanitizer with at least 60% alcohol during trips, as well as wear a non-medical mask or face covering when loading and unloading the bus.

Students should clean their hands before they leave home to take the bus, when they leave school prior to taking the bus, and when they get home.





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### Student Transportation on Buses (continued)

To reduce the number of close, in-person interactions, the following strategies are recommended:

- Consider the order students typically on-load and offload to support buses being loaded from back to front and offloaded from front to back.
- If space is available, students should each have their own seat (unless sharing with a member of their household) and sit separated side to side and front to back.
- Middle and secondary students should wear non-medical masks.
- These should be put on before loading and taken off after offloading.
- Non-medical masks are recommended for use in situations where a person cannot maintain physical distance for an extended period of time. This includes riding the bus to school where a student may be sitting next to a person outside of their household or cohort.
- Non-medical masks are not recommended for elementary school students due to the increased likelihood they will touch their face and eyes, as well as require assistance to properly put on and take off their mask (requiring increased close personal contact from school staff).
- No student needs to wear a non-medical mask if they have a pre-existing medical condition.
- Schools/school districts should keep up-to-date passenger and seating arrangement lists to share with public health should contact tracing need to occur.

### Pick-Up/Drop-Off

- Stagger start and end of shift times as well as break times for workers to prevent crowding when entering and leaving the workplace.
- Manage the flow of people in public spaces such as hallways and on stairs, consider the use of one-way systems.
- If staff need to travel between worksites, maintain physical distance in vehicles wherever possible. Consider separate vehicles if possible. Larger vehicles may be able to accommodate physical distancing by using a seat configuration that maximizes distance between people.

### Photocopier or Supply Room

- If you need to use the photocopier, wash your hands before you begin.
- When you are done, disinfect the photocopier.
- Disinfect any shared surfaces or equipment at the photocopy area/room such as staplers, hole punches, etc. that you used.
- Only **one** person allowed at the photocopier, in the photocopy room and in the supply room at a time.
- When you are finished at the photocopier or in the supply room, wash your hands again before you go back to your office or workspace.

### Playgrounds

- Playgrounds are a safe environment, and we encourage appropriate personal hygiene practices before, during, and after outdoor play.
- We encourage personal hygiene practices before and after spending time on a playground.
- Adults need to maintain a two-metre distance from those outside of your cohort or family group while on the playground.
- Continued regular early morning inspection of playgrounds will be conducted for needles or other dangerous items.

### Bathrooms

- Follow the plan for bathroom use established by your Principal/Vice Principal or Supervisor. This plan will include which staff will use which bathrooms.
- Make sure to wash your hands when you leave the bathroom.
- Follow COVID-19 handwashing guidelines as posted.

### Cohorts

Cohorts reduce the number of in-person, close interactions a person has in school without requiring physical distancing to consistently be practiced.

- In **elementary and middle schools**, a cohort can be composed of up to **60** people. The cohort can be composed of students and staff.
- In **secondary schools**, a cohort can be composed of up to **120** people. The cohort can be composed of only students or students and staff.

In **elementary schools**, students can socialize with peers in different cohorts if they are outdoors and can minimize physical contact or if they are indoors and can maintain physical distance.

Elementary-aged students are less able to consistently maintain physical distance. The outdoors are a lower-risk environment than indoors.

In **middle and secondary schools**, students can socialize with peers in different cohorts if they can maintain physical distance. Even if wearing non-medical masks, students must practice physical distancing when socializing with peers in different cohorts.

#### LEARNING GROUPS PROVIDE A RANGE OF BENEFITS FOR STUDENTS

1. Learning – Allow full-time attendance instead of on-line/remote
2. Social – Increase peer interaction, avoid isolation
3. Emotional – Increase peer support and connection
4. Psychological – Decrease mental health impacts



### Physical Distancing Ideas

Many school districts and independent school authorities have asked how the Provincial Health Officer's (PHO) order banning gatherings of more than 50 people applies in a K-12 school setting. It is important to understand that the PHO order is primarily intended to prevent large groups of people from gathering in close quarters with one another. The PHO recognizes that schools will require some flexibility when it comes to providing care and learning opportunities to the children of essential services workers and potentially vulnerable students.

The order does not apply to students or staff in a school setting provided that school physical distancing measures can be followed. This means that there can be more than 50 students and staff in a school at any given time, if they are not all in one area at the same time and are actively engaged in physical distancing to the extent possible. School districts should prioritize in-person visits to schools and reserve these opportunities for those that need it most (e.g. children of essential service workers or students that require unique supports). Understandably, physical distancing is challenging in a K-12 educational setting, particularly with younger children. At the same time, it is important that we do what we can to try to assist children in understanding the importance of minimizing the frequency of physical contact with one another. The following ideas should be taken into consideration during planning:

- Avoiding close greetings like hugs or handshakes.
- Help younger children to learn about physical distancing by creating games, i.e. put on some music and have children spread their arms side-to-side, spin around slowly trying not to touch their friends. Older children can be provided age-appropriate reading material and encouraged to self-regulate.
- Take children outside more often, perhaps breaking children into smaller groups to maintain a degree of distance.
- Set up regular learning activities outside such snack time, arts and craft time.
- Regularly clean and sanitize items that are designed to be shared, such as game controllers.
- Set up mini environments within the school to reduce number of children in a group, i.e., set up 2 or 3 learning areas for numeracy and literacy activities.
- Consider different classroom configurations to maintain distance between children (i.e., separating desks) or different locations in the school (i.e. different classrooms, gym or library, outside).
- For middle and secondary schools, consider arranging desks/tables so students are not facing each other and using consistent and assigned seating arrangements.
- Increase the space between children during activities such as snack/lunch, i.e., move or separate tables, move chairs farther apart.
- When children want to use the same area/activity, redirect some children to another area.
- Set up distinct areas for children who may have symptoms of illness until they can be picked up.
- Discourage any food or drink sharing.
- Consider staggering snack/lunch time so you can accommodate smaller groups with more space.
- Minimize the number of non-essential people entering the school.
- Reinforce and remind the rule of "hands to yourself".
- Consider using educational videos and online programs as a part of learning so children can sit independently and distanced from each other.







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### Children Should Wash Their Hands

- When they arrive at school and before they go home.
- Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions, moving to on-site childcare, etc.).
- Before eating and drinking.
- After using the toilet.
- After playing outside or handling pets.
- After sneezing or coughing into hands.
- Whenever hands are visibly dirty.

### Provide Reassurance, Good Listening and Maintain Routines

- Children hear and take in a lot of the talk that is going on around them, especially as they get older.
- Reassure children about their personal safety and health. Tell children that it is okay to be concerned and there is a lot we can do to stay safe and healthy. Make sure the information is suitable for their age level.
- Let them know they can ask questions. Answer questions honestly, but make sure that the information is suitable for their age level.
- Maintain familiar activities and routines, as possible, as it can reinforce the sense of security of children. At the same time, build in those physical distancing strategies into your learning activities.

### Keeping Parents/Caregivers Informed

- Keep parents and caregivers informed about what you are doing in your educational setting to take extra precautions, be responsive to children.
- Be clear about your policy that children need to stay home if they are sick.

### Staffroom and Breaks

1. Wash your hands before you go into the staffroom.
2. Maintaining a distance of two metres amongst each other. Staffroom capacity is to be determined by the size of the room.
3. The staff room is available for eating. It can be used for food storage, accessing appliances, etc.
4. Bring your own lunch. We are asking you not to leave the building for lunch to limit potential exposure. If you leave, make sure you follow the same protocols that you did when you arrived.
5. Bring a lunch/snack that does not require a lot of preparation (to limit microwave use, surface use, utensil use, etc.).
6. Disinfect the areas, surfaces, appliances, etc. that you use in the staffroom.
7. When you are finished your lunch, wash your hands again before you go back to your classroom, office or workspace.
8. Do not share food or drink.
9. We encourage everyone to eat in their own work area or classroom.





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### International/Travelling Students

We will make contact with parents and/or guardians to make arrangements as needed regarding illness, summer accommodation, and continuity of education.

### Food Services

Schools can continue to include food preparation as part of learning and provide food services, including for sale.

- If food is prepared as part of learning and is consumed by the student(s) that prepared it, no additional measures beyond those articulated in this document and normal food safety measures need to be implemented
- If food is prepared within or outside a school for consumption by people other than those that prepared it (including for sale), it is expected that the WorkSafeBC restaurants, cafes, pubs, and nightclubs protocols are implemented. We have confirmed that contracted food services have complied with the following:
  - Protocols for returning to operation are implemented as appropriate and as relevant to the school setting, in addition to normally implemented food safety measures.
  - A food business COVID-19 Safety Plan is required for food businesses.
  - Other external organizations, charities or programs providing food in schools should complete one if they are to provide food to schools.

If food is prepared within the school for consumption by people other than those that prepared it (lunch programs for example), it is expected that normally implemented food safety measures and requirements are followed (e.g. FOODSAFE trained staff, a food safety plan, etc.).

- Schools should not allow homemade food items to be made available to other students at this time (e.g. birthday treats, bake sale items).

The June 19, 2020 Order of the Provincial Health Officer [Food Service Establishments and Liquor Services](#) does not apply to schools. The [Guidelines for Food and Beverage Sales in B.C. Schools](#) continue to apply to all food and beverages sold to students.

Schools should continue to emphasize that food and beverages should not be shared.

School meal programs will continue to be provided following required food and beverage guidelines.

### Sharing Personal Items

Sharing personal items is discouraged. Have your own items for use on the job and use sanitizer to clean these items every day or as needed.



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### Enhanced Cleaning for Areas Exposed to Illness or COVID-19

- Immediately restrict access to area by all staff members.
- Hang “Do Not Enter” signs.
- Contact the Custodial Supervisor, Chantal Callbreath at (250) 638-4430 to have the Enhanced Cleaning Team dispatched to your location.
- The Principal/Vice Principal or Supervisor will be notified when it is safe to enter.

### Other Shared or Specialty Spaces

The Principal/Vice Principal or Supervisor will develop protocols for use of other shared spaces within their individual buildings (libraries, gyms, shops, etc.).

### Bringing Materials In/Out Of School

Guidelines are specific for each school site and the protocols and procedures are listed in the school safety plans. Sanitation and sterilization measures are in place for each site.

### Practice Self-Care/Managing Stress

Build self-care into your day. All the things you do to take care of yourself will help manage your stress. By taking good care of yourself, you will be better prepared to take care of others. Some self-care ideas:

- Meditate
- Take a break outside
- Practice deep breathing
- Have a virtual coffee date with a friend
- Read about something other than the virus
- Start a digital detox (leave your phone alone for a while)
- Exercise

If you are struggling and feel that you need support, please access the school district’s Employee & Family Assistance Program (FSEAP). ***Services are free and confidential by contacting 1.800.667.0993 or visiting the FSEAP website at [fseap.bc.ca](http://fseap.bc.ca).***

Additional information and resources can be found on Coast Mountains School District website at [www.cmsd.bc.ca](http://www.cmsd.bc.ca).

***“TOGETHER WE ARE BETTER!”***