

## **GW Carlson Restart Plan for September 2020** **August 26, 2020**

This is a quick reference guide to highlight the main details of our return to school plan. This document is an evolving document that will be updated as circumstances or recommendations change. The following plan has been prepared pursuant to the guidelines set out in the COVID-19 Public Health Guidance for K-12 School Settings dated July 29, 2020. [Guidelines for K-12 schools](#)

### **School start dates**

- |                            |                                                                                                    |
|----------------------------|----------------------------------------------------------------------------------------------------|
| September 9 <sup>th</sup>  | Class lists will be posted at the school                                                           |
| September 10 <sup>th</sup> | Students with the last name beginning with letters A - L only will come to school for the full day |
| September 11 <sup>th</sup> | Students with the last name beginning with letters M – Z only will come to school for the full day |
| September 14 <sup>th</sup> | All students in attendance for full days                                                           |

\*Exception to this is the kindergarten schedule which will be communicated directly to them

### **Cohorts**

Lowering the number of in-person, close interactions continues to be a key component of B.C.'s strategy to prevent the spread of COVID-19. The use of cohorts in schools allows for a significant reduction in the number of individual interactions, while allowing most students to receive in-person learning in a close-to-normal learning environment. Within the cohort minimized physical contact will be encouraged, but physical distance does not need to be maintained.

Classrooms will remain students' primary learning environment, but cohorts allow for additional interactions between students and classes to support learning. Cohorts will provide a range of benefits for students, including allowing for more in-class learning time, increased peer interaction and support, and decreased feelings of isolation.

We have divided the GW Carlson students into three cohorts.

Cohorts		
Group 1	Mrs. Carter	Mrs. Gough
Group 2	Mrs. Yeager-Lobb	Ms. Hay
Group 3	Mr. Bartlett	Mr. Bradley

The cohorts will remain consistent for all activities that occur at school including, but not limited to:

- Entry and exit from school
- Learning
- Breaks (lunch eating and recess)

### **Cleaning and Disinfection**

Items to be cleaned	Frequency	Responsibility
General cleaning and disinfecting of the premises	Nightly	Contracted janitors
Door knobs, light switches, entrance doors, boot room benches, library tables and chairs, classroom tables, desks and chairs	Once during day Once at night	Contracted janitors
Surface that is visibly dirty	As needed	All staff or contracted janitors
Bathrooms: toilet handles and seats, faucets and counters, floors	Once during day Once at night	Contracted janitors

### **Procedures for playground**

The playground will be divided into three sections. Daily announcements will assign a cohort to a certain portion of the playground. Students will be instructed to play within their cohort and not cross boundaries.

- Exit ticket for play time is handwashing and/or sanitizer.
- Entrance ticket from play time is handwashing and/or sanitizer.

### **Inside recess days**

Should the weather be inclement and not allow for an outside recess; cohorts will be assigned one of three areas: gym, library or computer lab. Students will be instructed to play with their cohort and not cross boundaries.

### **Arrival at school**

We are asking parents to drop off students as close to 8:45 a.m. as possible. There will be no playtime before school. When students arrive, they come into the school and move to their classrooms (or designated cohort space).

### **Staggered Dismissal**

To allow for minimal mixing of cohorts at the end of the day we will adopt a staggered dismissal procedure as follows:

Time	Student groups
TBD	Bus Students
TBD	Walking, riding bikes etc.
3:08 p.m.	Pick up by car

### **Protocols for parents dropping and picking up students**

Parents are not to enter the building and to arrange for outside pick up and drop off. We strongly recommend arranging a common place for pick up so your child knows where to go each day to meet you.

### **Protocol for late arrivals**

For late arrivals – student should come to the front main entrance. Ring bell for entrance. Parents will not enter the building. Student will be checked in and then proceed to class.

### **Protocols for reducing adults in the building**

Access to the building is under strict monitoring. A bell is installed at the front entrance of the school. Access to the school by non-school district personnel, including parents, is by appointment only. Adult access to the building will be limited to:

- School based staff
- District maintenance and technology staff
- Parents by appointment only
- Deliveries - limited to front foyer/office area

Adults that are proceeding past office area will be required to sign in at the office, complete a health check, provide their contact information.

## **Bus transportation**

We encourage parents to use private vehicle whenever possible to reduce the density of students on the bus. Students from GWC will not be required to wear a mask when travelling on the bus. They will be assigned a seat. The school will be keeping an up-to-date passenger list to share with public health should contact tracing need to occur.

## PERSONAL MEASURES

### **Stay Home When Sick**

- Parents and caregivers are instructed to assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school – see Appendix B
- Staff will assess themselves daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before entering the school

**Managing students with possible COVID-19** (district protocol). See attached Appendix C

### **Physical Distancing**

One of the best measures to take to decrease the spread of COVID-19 is physical distancing. We recognize that socializing with peers is an important part of a young child's development. In addition to the friendships they build, children develop communication skills, emotional self-awareness, empathy and conflict management through their interactions with others their age. Within the cohort minimized physical contact will be encouraged, but a two-metre physical distance does not need to be maintained.

### **Hand Hygiene**

Prior to entering the school, students will be assisted with using an alcohol-based hand rub with a minimum of 60% alcohol.

Staff will model and teachers will explicitly teach students hand washing procedures based on BCCD's hand washing poster. Posters to promote the importance of appropriate hand hygiene will be displayed at entrance to school, washrooms and in classrooms.

Each classroom is equipped with a sink, soap dispenser and paper towels. Students will be directed by teacher or staff to wash hands as needed throughout the day but specifically: before eating, after eating, after using a tissue, after washroom use, and after entering building.

### **Don't touch your face**

Teachers and staff will model and explicitly instruct students “NOT touch your face, eyes or mouth”, especially with unwashed hands.

### **No food or drink sharing**

Teachers and staff will explicitly remind students of the rule – not to share food or drink. Parents will not send in class treats.

### **Respiratory Etiquette**

Staff will model and teachers will explicitly teach students to:

- Cough or sneeze into their elbow sleeve or a tissue. Throw away tissues and immediately perform hand hygiene
- Refrain from touching their eyes, nose or mouth with unwashed hands
- Refrain from sharing any food, drinks, and unwashed utensils

### **Non-Medical Masks**

Wearing a non-medical mask or face covering within schools is a personal choice for students and adults. Non-medical masks or face coverings may be useful when physical distance cannot be consistently maintained and the person is interacting with people outside of their cohort for extended periods of time. It is important to treat people wearing masks with respect.

## Appendix A

### Province of British Columbia Education Restart Framework, July 24, 2020

#### FIVE STAGES FRAMEWORK FOR K-12 EDUCATION

STAGE 1 In-Class	STAGE 2 In-Class	STAGE 3 Hybrid	STAGE 4 Hybrid	STAGE 5 Suspension
<p><b>Cohort Size</b></p> <ul style="list-style-type: none"> <li>Elementary: No limit</li> <li>Middle: No limit</li> <li>Secondary: No limit</li> </ul> <p><b>Density Targets</b></p> <ul style="list-style-type: none"> <li>Not applicable</li> </ul> <p><b>In-Class Instruction</b> Full-time all students, all grades</p>	<p><b>Cohort Size</b></p> <ul style="list-style-type: none"> <li>Elementary: 60</li> <li>Middle: 60</li> <li>Secondary: 120</li> </ul> <p><b>Density Targets</b></p> <ul style="list-style-type: none"> <li>Not applicable</li> </ul> <p><b>In-Class Instruction</b> Full-time instruction for all students for the maximum instructional time possible within cohort limits.</p> <p>Self-directed learning supplements in-class instruction, if required</p>	<p><b>Cohort Size</b></p> <ul style="list-style-type: none"> <li>Elementary: 30</li> <li>Middle: 30</li> <li>Secondary: 60</li> </ul> <p><b>Density Target</b></p> <ul style="list-style-type: none"> <li>50% for all schools</li> </ul> <p><b>In-Class Instruction</b> Full-time instruction for:</p> <ul style="list-style-type: none"> <li>children of essential service workers</li> <li>students with disabilities/diverse abilities</li> <li>students who require additional supports</li> </ul> <p>In-class instruction for all other students for the maximum time possible within cohort limits and density targets.</p> <p>Self-directed and remote learning supplements in-class instruction.</p>	<p><b>Cohort Size</b></p> <ul style="list-style-type: none"> <li>Elementary: 30</li> <li>Middle: 30</li> <li>Secondary: 30</li> </ul> <p><b>Density Target</b></p> <ul style="list-style-type: none"> <li>25% for all schools</li> </ul> <p><b>In-Class Instruction</b> Full-time instruction for:</p> <ul style="list-style-type: none"> <li>children of essential service workers</li> <li>students with disabilities/diverse abilities</li> <li>students who require additional supports</li> </ul> <p>In-class instruction for all other students for the maximum time possible within cohort limits and density targets.</p> <p>Self-directed and remote learning supplements in-class instruction.</p>	<p><b>Cohort Size:</b></p> <ul style="list-style-type: none"> <li>Elementary: 0</li> <li>Middle: 0</li> <li>Secondary: 0</li> </ul> <p><b>Density Target</b></p> <ul style="list-style-type: none"> <li>0% for all schools</li> </ul> <p><b>In-Class Instruction</b> Suspend in-class instruction for all students.</p> <p>Self-directed and remote learning in place of in-class instruction.</p>

CONFIDENTIAL DRAFT – NOT FOR DISTRIBUTION

As of July 24, 2020

Appendix B

## DAILY HEALTH CHECK

Parents/Caregivers should use this Health Check daily before sending their child on the bus or to school.

Daily Health Check			
1. Symptoms if illness	Does your child have any of the following symptoms?	CIRCLE ONE	
	Fever	YES	NO
	Chills	YES	NO
	Cough or worsening of chronic cough	YES	NO
	Shortness of Breath	YES	NO
	Sore throat	YES	NO
	Runny nose/stuffy nose	YES	NO
	Loss of sense of smell or taste	YES	NO
	Headache	YES	NO
	Fatigue	YES	NO
	Diarrhea	YES	NO
	Loss of appetite	YES	NO
	Nausea and vomiting	YES	NO
	Muscle aches	YES	NO
	Conjunctivitis (pink eye)	YES	NO
	Dizziness, confusion	YES	NO
	Abdominal pain	YES	NO
	Skin rashes or discoloration of fingers or toes	YES	NO
2. International Travel	Have you or anyone in your household returned from travel outside Canada in the last 14 days?	YES	NO
3. Confirmed Contact	Are you or is anyone in your household a confirmed contact of a person confirmed to have COVID-19?	YES	NO

If you answered “YES” to any of the questions and the symptoms are not related to a pre-existing condition (e.g. allergies) your child should **NOT** come to school.

If they are experiencing any symptoms of illness, contact a health-care provider for further assessment. This includes 8-1-1, or a primary care providers like a physician or nurse practitioner.

If you answered “YES” to questions 2 or 3, use the [COVID-19 Self- Assessment Tool](#) at the BC Centre for Disease Control to determine if you should be tested for COVID-19.

## APPENDIX C

### **Protocol Managing students with possible COVID-19**

If a student or staff member who is self-monitoring (i.e. has been directed by public health to self-monitor for symptoms but not self-isolate) or begins to experience symptoms of COVID-19 while attending school, it is recommended that:

- Advise all staff to let you know if they are showing symptoms or if a student is showing symptoms.
- Schools should promptly, but showing awareness for confidentiality concerns, separate the student or staff with symptoms of COVID-19 (e.g. fever, cough, sore throat, shortness of breath, fatigue, headache, muscle aches). The student should be put in an area separate from others, with adequate supervision, until they can go home. The staff should leave the building and follow health procedures. Notify the Superintendent.
- To help prevent transmission, respiratory etiquette and hand hygiene practices are recommended, as well as, to the extent possible, having the ill student or staff stay two meters away from others. The student should be placed in a separate room from other students with a closed or partially closed door. The person monitoring the student should wear gloves and a mask. Notify the Maintenance Supervisor so that any rooms the student has been in while symptomatic can be cleaned and disinfected before others enter them.
- The student should be instructed to cover their mouth and nose with a tissue when coughing or sneezing.
- Schools should notify parents/guardians if their child begins to show symptoms of COVID-19 while at school, including the need for immediate pick up. They should not go home on the bus. Advise parents to phone 8-1-1.
- Advise parents to phone 8-1-1 if their child is self-monitoring for symptoms or who develops symptoms compatible with COVID-19 while at school.
- While awaiting test results of someone with symptoms of COVID-19, notify the Maintenance Supervisor to have any rooms the student was symptomatic be cleaned and disinfected.
- Public Health Officials will identify individuals who may have had contact with a COVID-19 infected person and alert school administrators to actions that need to be taken. Close contacts of a confirmed case may be asked by public health officials to self-isolate.



- Students who test negative for COVID-19 will be advised individually about return to school. We will need guidance from Health Officials for this.
- Try to maintain familiar routines and activities.
- Listen to students and provide age-appropriate information to their questions.