

# **Return to School Health & Safety Plan**



2020 - 2021

# Return to School Plan 2020

## Letter from our Head of School

James 1:2

Testing of Your Faith

2 Count it all joy, my brothers, when you meet trials of various kinds, 3 for you know that the testing of your faith produces steadfastness. 4 And let steadfastness have its full effect, that you may be perfect and complete, lacking in nothing.

Greetings,

This is a quick email to let you know that Kelowna Christian School will be opening for our students on Tuesday, September 8th. Our teaching and support staff return on August 31st to prepare well for welcoming our students for a half-day on the 8th. Our leadership team has been planning all summer for a safe, hospitable, and dynamic restart to onsite learning.

Our leadership team are not medical doctors. We will lean solely on the safety protocols mandated to us by the Ministry of Education and the Provincial Health Authority while ensuring that Kelowna Christian School remains hospitable and community-focused for our students. Our leadership team has been working hard throughout August to create a safe and creative 21st-century learning community for all students. We must ensure compliance in all areas while making the school feel like it did when we welcomed students back one year ago. We will continue to partner with all parents in providing a safe, meaningful, and robust program for your child. We are excited that the cohort model allows us to primarily keep all of our students together in a single grade, and life within the cohort will, in most ways, mirror the learning before COVID.

This document outlines our health and safety plans, as outlined by the Ministry of Health and the Ministry of Education. We continue to see obstacles as new opportunities to act out our mission and vision.



Mike Campbell  
HEAD OF SCHOOL

# Kelowna Christian School COVID-19 Safety Plan

## Purpose

The KCS COVID-19 Safety Plan is a document that sets out policies and procedures to reduce the risk of transmission of COVID-19 and maintain a safe and healthy environment for students, families and staff.

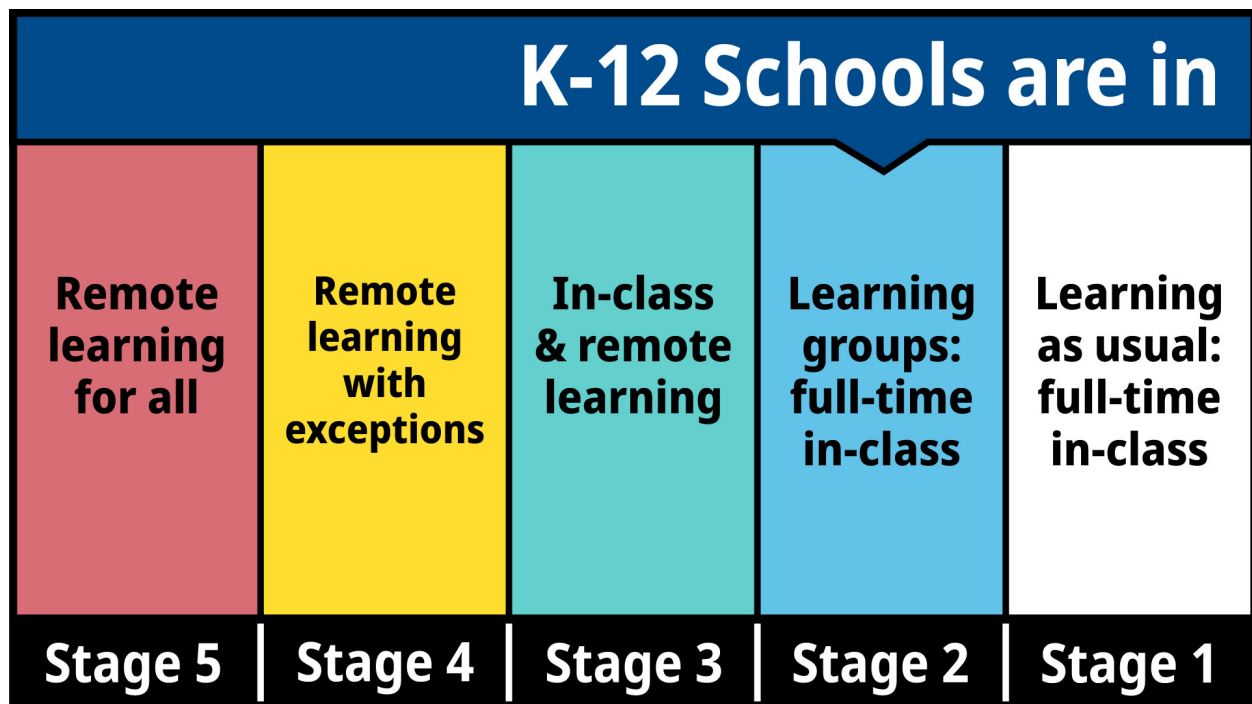
## Scope

This document implements key infection prevention and control practices, as well as actions to take if a student or staff member develops symptoms of COVID-19. These practices apply to all activities and people related to Kelowna Christian School and become effective in conjunction with the BC Ministry of Education decision to move to the COVID-19 Stage 2 response for K-12 schools in BC. The measures this plan implements are in addition to other health and safety policies and practices already in place. The Safety Plan may be revised at any time in order to improve its effectiveness or in response to directives from the Ministry of Education, Public Health Officer or Work Safe BC. Some of the building and grounds used by KCS are shared with Evangel Church and therefore a coordinated approach is taken.

## Responsibilities

1. Administration
  - a) Establish a procedure to solicit input and feedback regarding KCS COVID-19 Safety Plan from staff, students and other key stakeholders.
  - b) Communicate the Safety Plan to students, parents/guardians and staff with an emphasis on recognizing the difficulty some may have with the significant changes happening.
  - c) Ensure staff and students are trained regarding the Safety Plan.
  - d) Ensure the building is ready before students and staff return. This includes proper signage, physical distancing set up, cleaning schedule and training for cleaners, supplies for disinfecting and hand sanitizing, setting and posting maximum capacity signage where appropriate, and entry and exit set up. Perform a pre-return inspection of the building.
  - e) Monitor the effectiveness of the Safety Plan and the adherence to the practices implemented. Make changes as required.
  - f) Ensure designated first aid attendants OFAA protocols for used during the COVID-19 pandemic. (<https://www.worksafebc.com/en/resources/health-safety/information-sheets/ofaa-protocols-covid-19-pandemic?lang=en>)
2. Staff
  - a) Learn and follow the COVID-19 Safety Plan. Seek clarification if needed.
  - b) Provide input and feedback regarding the Safety Plan to administration. The aim is continuous improvement.

- c) Ensure your classroom is set up and organized to comply with all physical distancing measures and safety protocols.
  - d) Teachers: Teach students the appropriate Safety Plan practices and encourage them to follow those practices.
  - e) Staff are expected to be on-site at the school on their regular office hours as outlined in their contracts.
3. Parents/ Guardians
- a) Review and discuss the appropriate sections of the Safety Plan with your children.
  - b) Follow the “Health Check” and “Stay at Home if You’re Sick” policies.



## General Health and Safety Guidelines



*The Health and Safety of our staff, students and school community is our top priority. The following guidelines are in compliance with the Ministry of Education and Ministry of Health Return to School Plan for Phase Two.*

## Keep a Safe Distance

### Physical Distancing and Minimizing Physical Contact

- Physical distancing is an important practice in preventing the spread of COVID-19. However, it would be challenging in a school setting to expect the younger children to maintain the 2 metre distance recommended at all times. Instead, younger children will be asked to minimize physical contact with others. At KCS, teachers and staff will implement and support the following expectations of different age groups.



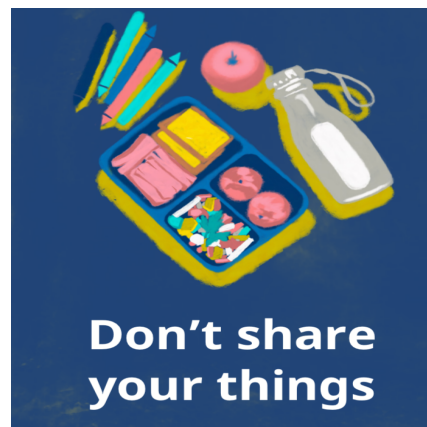
- Kindergarten to Grade 2 - Minimized physical contact with others; gently ask them to “keep their hands to themselves”.
- Grade 3-5 - Minimal physical contact with others and introduction and encouragement to maintain a 2 metre distance with others.
- Grade 6-12 - Guidance to maintain a 2-meter distance with others outside their learning cohorts, as well as minimal physical contact with others inside their learning cohorts.
- Staff and other adults are to maintain physical distance at 2 metres outside their learning cohorts, where distancing isn’t possible students and staff will be required to wear masks.
- Avoid close greetings (e.g. hugs, handshakes). Regularly remind students about keeping their hands to themselves.
- Model and practice other ways of saying hello, or what to do or say when someone wants to come too close.
- Parents, guardians or community members will not be permitted inside the school building unless for special or emergency circumstances. If a non-staff member is inside the school, contact information will be recorded and PPE will be required.

## Don't Share your Things

### Sharing of Resources and Materials

Wherever possible students and staff are encouraged to use their own materials and not share to support the efforts of reducing virus transmission between students.

- No sharing of any food or drinks between students.
- If providing food that would be shared with your staff, ensure food is individualized and food distribution maintains public health and safety guidelines.
- Water fountains will be turned off, but water fill stations will be enabled.
- Provide students with their own manipulatives or materials wherever possible.
- Manipulatives and shared resources (other than paper) will need to be wiped down and sanitized between use and students will be required to wash hands prior and after.
- Avoid the use of soft and fabric items as they are hard to sanitize. In primary years one stuffed animal could be designated the entire time for student companionship and physical touch.
- Remind students to not share items with each other and to bring the resources and materials they need for their learning with them from home.
- ES students coat hooks will be distanced, leaving spaces between hooks to keep students and their materials apart. Where hooks aren't present, students will bring materials in with them to their learning spaces.
- The materials and resources needed for games and activities should be considered when planning activities. PE games should be ones that do not include sharing of items and multiple students handling the same item or direct physical contact.



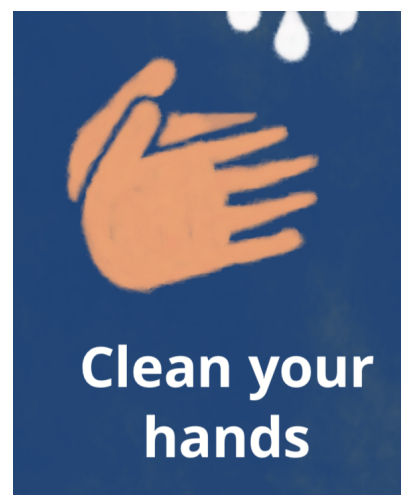


## Clean your Hands

### Handwashing:

Washing hands with plain soap and water is recommended in schools. The mechanical action of washing hands is effective at removing visible soil as well as microbes. In instances where hand washing sinks are not available, supervised use of Alcohol-Based Hand Sanitizers (ABHS) containing at least 60% alcohol may be considered. If hands are visibly soiled, alcohol-based hand sanitizers may not be effective at eliminating respiratory viruses.

- 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).
- Before and after eating and drinking.
- After sneezing or coughing into hands rather than elbow.
- Before handling food, preparing food (or for staff, feeding children).
- Before and after using the toilet (or for staff changing diapers, assisting a child to use the toilet).
- After contact with body fluids (runny noses, spit, vomit, blood).
- After cleaning tasks.
- After removing gloves.
- After handling garbage.
- Whenever hands are visibly dirty.
- Before and after transitions between settings outside the school (e.g., moving from school to on-site childcare, etc.).





## Stay Home When Sick

### Stay Home When Sick

- All students and staff who have symptoms of COVID-19 OR travelled outside Canada in the last 14 days OR were identified as a close contact of a confirmed case or outbreak must stay home and self-isolate, including children of essential service workers who are ill.
- Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school.

### See Appendix One

- Staff must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school.
- School Administrators must ensure school staff are aware of their responsibility to assess themselves daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease prior to entering the school.
- School Administrators must:
  - o Clearly communicate with parents and caregivers their responsibility to assess their children daily before sending them to school.
  - o Alternatively, conduct daily checks for respiratory illness at drop-off by asking parents and caregivers to confirm the child does not have symptoms of common cold, influenza, COVID-19, or other respiratory Disease.
  - o Establish procedures for students and staff who become sick while at school to be sent home as soon as possible.
- Staff and students who are ill, including children of essential service workers, are not permitted to attend school.
- Those unsure of if they or a student should self-isolate should be directed to use the BC COVID-19 Self-Assessment Tool. - <https://bc.thrive.health/>
  - o If concerned, they can be advised to contact 8-1-1 or the local public health unit to seek further input.
  - o They can also be advised to contact a family physician or nurse practitioner to be assessed for COVID-19 and other infectious respiratory diseases
- There is no role for screening students or staff for symptoms, checking temperatures, or COVID-19 testing. Such activities are reserved for health care professionals.



### Positive COVID-19 Case or Exposure Protocol

- Should a COVID-19 positive person be identified by public health staff, significant efforts are undertaken to determine if they are part of a cluster of cases or part of a local outbreak. Upon notification of a positive or suspected case of COVID-19, school administration would contact our health liaison, Joanne (Joey) Willis RN, for further guidance on contact tracing, communication to community, and cleaning measures.
- If a student or staff member develops symptoms at school, they will be asked to put on a non-medical mask and will be separated from their classmates or colleagues.
- The individuals' parent or guardian will be contacted to discuss next steps.
- Custodial staff will clean and disinfect the areas the person used.
- KCS Senior Leadership would then work in close contact with Public Health to determine next steps.
- Teachers will provide learning support for students required to self-isolate.
- Together, the school and Public Health officials will determine if suspending in-class learning is necessary.
- If a student or staff member of Kelowna Christian School is determined to have symptoms or have been in contact with someone who has been determined to be a part of a cluster, Kelowna Christian School will assist with contact tracing as well as comply with all public health measures as determined by Public Health.

### Respiratory Etiquette

Students and staff should:

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

## Stay with your Learning Cohort

### Learning Cohorts

- Students will be placed in learning cohorts in which they will not have to maintain a social distance of 2 metres.
  - K-7 - Learning cohorts of up to 60 students and staff
  - 8-12 - Learning cohorts of up to 120 students and staff
- Students will learn and socialize inside these learning cohorts without having to maintain a distance of 2 metres. Distancing will be encouraged when possible, and students should avoid physical contact and the sharing of materials where possible.
- Manipulatives, learning resources and books can be shared within learning cohorts: however, students must wash hands both before and after use. Shared resources will be cleaned on a regularly scheduled basis.
- Students will bring their own food and school supplies, and wherever possible, reduce shared materials.
- At Kelowna Christian School our three-track school lends itself nicely to learning cohorts in most grades. Wherever possible our timetable has been reconfigured to allow teachers to work primarily in one learning cohort. In all grades (but 4, 6 and 7) students are able to have learning cohorts with their entire grade. Grades 4, 6 and 7 will create sub-groups to ensure that cohort guidelines are respected.
- School campuses will be divided so that learning cohorts are able to reduce contact with other learning cohorts as much as possible.



## Mask Wearing

### Use of Personal Protection Equipment

Kelowna Christian School will provide two masks for each student and staff member in Middle and Benvoulin campus students are also able to bring or wear their own. When providing your own masks, families are asked to consider the guidelines in **Appendix Two**.



#### Elementary School

- Masks in Elementary School are NOT mandatory
- A staff or student may choose to wear a mask where reasonable physical distancing cannot be consistently maintained, or engineering controls are not available (e.g. plexiglass barriers).
- Masks must be used in the event that a student or staff member develops symptoms while they are onsite at school prior to being picked up or leaving the site, or where recommended by a medical professional.
- Staff who are unable to physically distance outside of their learning cohort, in common areas must wear masks.

#### Middle and High School

- Masks are required in all common areas (hallways, washrooms, or when sharing a space with students or staff outside your learning cohort)
- Masks can be used where reasonable physical distancing cannot be consistently maintained, or engineering controls are not available (e.g. plexiglass barriers).
- Masks are not mandatory when students are working in their learning cohorts in classroom spaces.
- Students and staff will be instructed in proper mask etiquette and protocols to ensure safe handling of masks (see **Appendix Three**)
- Masks must be used in the event that a student or staff member develops symptoms while they are onsite at school prior to being picked up or leaving the site, or where recommended by a medical professional.
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# Cleaning and Disinfecting

## Cleaning and Disinfection Policy and Procedures

At both Gordon and Benvoulin campuses:

- General cleaning and disinfecting of the premises will occur at least once a day.
- Frequently-touched shared surfaces will be cleaned and disinfected at least twice a day (e.g. doorknobs, light switches, toilet handles, tables, desks, chairs, electronic devices, keyboards and toys)
- Custodial staff will clean and disinfect any surface that is visibly dirty.
- Use common, commercially-available detergents and disinfectant products and closely follow the instructions on the label.
- Items that are not easily cleaned (e.g. fabric or soft items) will be removed or limited in classrooms and multi-purpose areas.
- Empty garbage containers daily.
- Wear disposable gloves when cleaning blood or body fluids (e.g. runny nose, vomit, stool, urine).
- Wash hands before wearing and after removing gloves.
- Washrooms should be cleaned at least twice a day keeping in line with the high touch surface area protocols.
- Sharing of items amongst students and staff is to be limited - (sharing of books and paper based educational resources is acceptable)
- Providing paper hand towels rather than hand dryers.
- Disabling water fountains but enable fill stations for student's water bottles
- Providing cleaning products for common devices and materials used for the delivery of education (e.g. photocopiers, supply rooms, etc.).
- Staff will use hand sanitizer or wash their hands prior to using photocopiers.
- Lysol wipes will be provided in both the staff room and the photocopier room for staff to wipe down the equipment that they used
- Administrators will make regular checks around school building ensuring safety measures are in place.
- Each classroom will be provided with disinfectant spray and hand sanitizer/soap.



## School and Classroom Procedures

### Staff Arrival and Departure Procedures

#### Arrival Procedures:

- Physical distancing of two metres must be maintained upon arrival.
- Enter the building at front of school (both campuses)
- Use the hand sanitizer (available at the front entry) or wash hands upon arrival.
- The movement of staff who move between campuses and any staff on call will be recorded to assist with contact tracing should it become needed. Staff with regular hours will be contact traced through work records, should it become necessary.
- When in hallways, mandatory wearing of PPE is required.

#### Departure Procedures:

- Physical distancing of two metres must be maintained upon departure.
- Exit the building from the front of the school (both campuses).
- The departure of staff who move between campuses and any staff on call will be recorded to assist with contact tracing should it become needed. Staff with regular hours will be contact traced through work records, should it become necessary.

### Important Hygienic Practices

- No handshaking
- Staff should only be using the staff washrooms, not the student washrooms.
- Frequent hand washing with soap and water and use of hand sanitizers.
- Maintain reasonable physical distancing as much as possible and use a non-medical mask or face covering in situations where reasonable physical distancing cannot be consistently maintained, or engineering controls are not available (e.g. plexiglass barriers).

- Staff will complete a “Daily Health Screen” and if they have the symptoms of a cold, or COVID-19, including a cough, sneezing, runny nose, sore throat, or extreme fatigue, they must stay at home (not going to school) and keep a safe distance from others in their family until those symptoms have completely disappeared.

## **Student Arrival and Departure Procedures**

Parents will be encouraged to not drop off their students before the set drop off time and students will be asked to either play or remain outside in a distanced fashion. Once welcomed into the school building, students will head directly to the designated gathering place for their learning cohort. Parents will be required to maintain physical distance while on school campus. Parents will not be permitted inside the school building unless it's an emergency. Parents that are inside the building will be required to wear PPE.

### **School Entrances**

- ES - Designated Classroom Entrances
- MS - Middle School Entrance
- HS - Front of School Entrance

### **Arrival Procedures:**

#### **Elementary**

- Physical distancing of two metres must be maintained upon arrival, while waiting for entrance into the school.
- Enter the building from the playground doors (ES).
- Use the hand sanitizer or wash your hands upon arrival.
- Check in with school administration if visible symptoms.
- When a parent sends their child to school, they are confirming the child is in compliance with all health guidelines. By sending their child, they are verifying the student displays no physical symptoms and has no known exposure to a person with COVID 19, as per the weekly recurring COVID 19 Google Form.
- Children who appear to be exhibiting any visible symptoms must be kept at home, self-isolated, and seek care from a health-care provider.
- Students will be directed to go immediately to their classroom and not stop and congregate in main areas upon arrival at school.

#### **Middle and High School**

- Physical distancing is required if connecting outside your learning cohort. PPE must be worn entering and exiting the school buildings while in the hallways and common learning areas.
- Middle School students will enter the building using the Middle School entrance (Grades 6-9).



- High School students will enter through the front door.
- Use the hand sanitizer or wash your hands upon arrival.
- By sending their child(ren) to school, parents have committed to adhering to the following health requirements for each day of on-site classes, and reviewing them with their child(ren):
  - Parents and caregivers must assess their child(ren) daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school. Any student exhibiting these symptoms may not attend school.
- Children who appear to be exhibiting any visible symptoms will not be allowed into the school to attend onsite classes until symptoms are gone.
- Students will be directed to go immediately to their classroom and not stop and congregate in main areas.

#### Elementary/ Middle/ High

##### Departure Procedures:

- Physical distancing of two metres must be maintained upon departure and when with members outside your learning cohort.
- Exit the building from the front of the school or from your designated exits (Benvoulin and Gordon Courtyard).
- Maintain physical distancing while waiting for parent pick up when outside your learning cohort.
- Students will be reminded to not congregate together or loiter in front of buildings. Students driving themselves will be asked to not loiter in the parking lot.
- Departure times will be staggered to avoid crowding in general areas.

## Shared Spaces

### Mass Gatherings and Chapel

- Chapel will continue to be done remotely and videoed and/or zoomed both to learners onsite. Scheduled learning cohorts will rotate times as live audiences during chapels and assemblies.
- Gatherings that can be done virtually (AGM's, Back to School Night) will continue to be provided via Zoom

### Community Use

- Groups that rent Kelowna Christian School's Benvoulin campus must be in compliance with all Worksafe BC, and Public Health and Safety Guidelines.
- Community groups will track the people that are using the building in off hours and will be responsible for contact tracing if necessary.
- Community groups will be designated to only certain entrances and exits and will be limited in the spaces they are able to use.
- All spaces will be cleaned before and after community use.
- KCS is currently only maintaining community use relationships with our long-standing partners.

### Classrooms and Shared Spaces

- Hallways and staircases will be directional and marked off with directional arrows
- If multiple learning cohorts are in the same class, desks will be separated, and students' names will be placed on the desks (in ES and MS) to ensure Physical Distancing Protocols are in place
- Students will follow designated arrows and abide by distancing measures that have been put in place in hallways, stairways and common areas.
- Bathrooms will only have a capacity of two students at a time and students must wear masks.

### Music

All classes, programs and activities (e.g. Band, Choir) can continue to occur where:

- Under Stage 2: physical contact is minimized for those within the same learning group; physical distance (2m) can be maintained for staff and for middle and secondary school students when interacting outside of their learning groups; physical distance (2m) can be maintained for elementary students when interacting outside of their learning groups when indoors.
- Under Stages 3 to 4: physical distance (2m) can be maintained for staff, middle and secondary school students at all times.
- No in-person inter-school competitions/events will occur. This will be re-evaluated throughout the school year. Where possible, KCS will seek virtual alternatives to continue to support these events in a different format.

- Shared equipment (wind instruments are not shared) should be cleaned and disinfected as per Cleaning and Disinfecting guidelines and students should be encouraged to practice proper hand hygiene before and after participating in music classes and music equipment use.
- Students will not share instruments and will be appropriately spaced based on individual instruments guidelines and safety measures.
- Band classes will be restructured to accommodate Learning Cohorts and Physical Distancing.
- Choir classes will be physically distanced, and participants will wear masks.
- A HEPA air filter will be installed in the Anne Rauser Hall to further protect the safety of the instrumental music students using the room (in addition to the physical distancing taking place).

### **Hot Lunch Program**

- Food prepared within or outside a school for consumption by people other than those that prepared it (including for sale), it is expected that the WorkSafe BC Restaurants, cafes, pubs, and nightclubs: Protocols for returning to operation are implemented as appropriate and as relevant to the school setting, in addition to normally implemented food safety measures and requirements (e.g. FOODSAFE trained staff, a food safety plan, etc.).
- Parent Volunteers will wear appropriate PPE (gloves and face masks) when working with and distributing hot lunches and follow campus sign in procedures.

### **Learning Commons and Library**

- Learning commons and the library will be used by appointment or scheduled times only and will be cleaned between uses.

### **Playgrounds**

- Playgrounds have been determined to be a safe environment for students and an important part of their social and emotional well-being. Students will be required to wash their hands before and after outside play.

### **Ventilation System**

- Staff have reviewed and evaluated all school ventilation systems and have determined the systems are operating as designed. upgrades and modifications.
- Increasing the filtration in the building by running the ventilation for longer periods of time.
- Monitoring filter change frequencies and adjusting accordingly based on the addition run time of equipment



## **Delivery of Learning**

As outlined by the provincial restart plan, this year students will work in learning cohorts or communities. Students in grades K-7 will work in learning communities no larger than 60. Students in grades 8-12 will work in learning cohorts no larger than 120. These learning cohorts are groups of students and staff that will stay together for the duration of the quarter, semester or year. These learning groups allow students and staff to reduce the number of contacts throughout the year and enable easier contact tracing in the event of a COVID 19 outbreak.

Teachers and educational staff will continue to provide robust learning opportunities for their students focusing on competency-based education, with a continued focus on our core values of Biblical Foundation, Prayer, Creativity, Excellence, Perseverance and Integrity.

Staff will continue to plan lessons and units with the possibility of learning needing to be taken off site and online quickly. Teams of teachers will plan together wherever possible, enabling teachers to share teaching responsibilities if a portion of the learning cohort (or the teacher) needs to be off site due to self-isolation.

Teachers will continue to focus on competency-based education and will look for opportunities to take learning outside of the classroom. Professional development and resources will be provided for teachers in the areas of inquiry, project based learning and outdoor learning opportunities.

### **Elementary**

- The Elementary timetable has been reconfigured to add two lunches and recesses (K-2 and 3-5) to provide ample space for students to maintain social distance outside on the playground and fields.
- Rooms will be evaluated and assessed to determine which materials can be removed to allow for quick and effective cleaning of all surfaces.

### **Middle School**

- The Middle School timetable and staffing has been reconfigured to ensure teachers and staff are able to keep to their own learning cohorts as much as possible. Staffing

has been restructured to allow staff to minimize their movements between grades and middle and high school groups.

- Explorations courses have been reconfigured to support cohort guidelines.
- Movement between classes will be coordinated to maintain the distancing of different cohorts.
- Rooms will be evaluated and assessed to determine which materials or items can be removed to allow for quick and effective cleaning of all surfaces.

### High School

- The High School timetable has been reconfigured into quarter, semester, quarter to allow for students to remain in their learning cohorts and to minimize the number of teachers involved in multiple cohorts.
- A "Z" block will run throughout the school year for all High School students. Students will take their Career Life Courses as well as their Christian Studies modules in this block. Students will also have time in this block to seek extra assistance or have extra work time for their classes.
- The High School wing will be reconfigured to ensure that students' classrooms are being shared between cohorts and are limited between grades to reduce the need for multiple midday cleanings. This will also provide ease in hallways as students in the same learning cohorts will be on the same floors and not co-mingling.

### HIGH SCHOOL ACADEMIC STRUCTURE



## **Continuity of Learning in the Event of Illness or Change of Phase**

Staff at Kelowna Christian School will continue to use digital platforms such as Google Classroom, Google Meet, and Zoom to ensure continuity of learning for students who may be unable to attend school due to illness or self-isolation. KCS teachers will continue to collaborate and use the digital platforms allowing a quick switch in the event that school has to pivot to another phase.

## **Mental Health and Well Being**

The staff at KCS know that children hear and take in a lot of the talk that is going on around them, especially as they get older. Our students' health and well-being is our priority and this year we will strive to ensure that students' return to school is as normal as possible.

At KCS we will strive to:

- 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 students know they can ask questions, and answer their questions honestly making 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, while building physical distancing strategies into learning activities.
- Look to add devotions and/or Social Emotional Learning activities during the day that provide students opportunities to regulate (i.e. give their worries to God through prayer, etc.). This is an opportunity to teach strategies for when students feel anxious or worried.

## **Attendance Requirements (from the BC Ministry of Education)**

### **In-Class Instruction**

In-class instruction provides students with peer engagement, supports social and emotional development and decreases feelings of isolation.

School also provides many students access to programs and services they can't get at home and is integral to their overall health.

Like every year, students who are registered in "bricks and mortar" schools are expected to attend school in-person, unless they are sick.

Schools and teachers at the elementary, middle and high school grades will not be providing daily online options for students.

## **Students with Complex Medical Conditions**

The BC Ministry of Education's Back to School Plan outlines information on students with complex medical conditions. It notes that parents are encouraged to consult with their health care provider to determine the level of risk regarding return to school. If a medical professional determines that a student cannot attend school due to their health risks, the school will work with the family to review alternative learning options for the student. Students who need to stay home because they are immune-compromised will have an at-home learning plan and will be provided with an educational program by their school. This may include providing assistive technologies to help students learn remotely.

On a case-by-case basis, the KCS school-based team will work collaboratively with families and their medical support personnel to create an at-home learning plan for students with complex medical conditions.

## **Students with Disabilities, Diverse Abilities**

Students with disabilities, diverse abilities or those who require additional supports will have access to and receive the same supports and services they had prior to the pandemic. The way supports are provided may look different, but all students will have access to a learning environment and the opportunity to have their learning needs met and assessed.

KCS will provide continued support and ensure equity of access to learning. Continuity of learning plan documents, Individual Education Plans (IEPs), will continue to be provided and will include goals set out for the student. These goals will be developed in consultation with parents/caregivers and the specialists who typically support the student, such as education assistants (EAs), classroom support teachers, speech language pathologists and occupational therapists.

## **International Students**

An international student is allowed to become a part of their homestay family's bubble immediately. With this said, the homestay family can continue to travel and participate in work and activities outside of their home. Still, the incoming international student will quarantine on the family property for 14 days.

Along with needing to be home for these 14 days, the international student would be expected to:

- fly into Kelowna and be driven directly to the family property, remaining at least 6 feet apart throughout. We may use the KCS bus to transport the students.



- stay in their bedroom as much as possible and always remain 6 feet away from others (including guests to the home). Students can still participate in some family routines; however, from a distance and on the property.
- only go outside if they can isolate on the property, on a deck or in the yard, and be encouraged to use their own bathroom if available. This bathroom should be regularly cleaned with cleaning products by the student. Wash clothes separately from other family members.
- not host friends or their own family members.
- not prepare food for any other member of the household and not participate in large group meals.
- not share towels, dishes, drinking glasses, or linens with anyone else in the home.

## APPENDIX ONE

### Daily Health Assessment: Screening Questions

We are committed to a healthy and safe workplace for our staff and students and minimizing the spread of COVID-19. In accordance with the direction from the Ministry of Health, Workplace BC, and SCSBC, each workplace should have a comprehensive strategy for screening and symptom monitoring that includes screening for staff to ensure that no person with clinical symptoms consistent with COVID-19 enters the building. All staff should monitor for signs of illness and identify themselves to the Principal if they feel unwell.

Daily Health Assessment: Screening Questions	Yes	No
Fever (Body Temperature > 37.5 C)		
Do you have any of the following symptoms: severe difficulty breathing (e.g. struggling for each breath, speaking in single words), chest pain, confusion, extreme drowsiness or loss of consciousness?		
Do you or the person you are inquiring about have shortness of breath at rest or difficulty breathing when lying down?		
Do you have a new onset of any of the following symptoms: fever, cough, sore throat, and shortness of breath?		
Do you have 2 or more of the following symptoms which are <b>new or worsened</b> if associated with allergies, chronic or pre-existing conditions: runny nose, muscle aches, fatigue, loss of taste or smell, headache, hoarse voice or nausea, vomiting or diarrhea for more than 24 hours?		
Have you been in contact in the last 14 days with someone that is confirmed to have COVID-19?		
Have you travelled outside of Canada (including the USA) in the past 14 days?		

- Students or Staff who answered “Yes” to any of the symptoms listed above should not come to school.

## APPENDIX TWO

### Coronavirus COVID-19



## Face masks: How are they different?

Physical distancing, hand washing and staying at home if you are sick are the most effective ways to prevent the spread of COVID-19; masks do not replace these actions. Masks, face coverings and gloves are the least protective measures for reducing transmission of COVID-19. Masks, when worn properly and for short periods, may offer some protection especially when you are not able to keep a 2 metre distance from others. For work settings, refer to specific workplace guidance on masks.



### Cloth masks (homemade or bought)

- May be used by the general public to reduce the spread of large respiratory droplets. However, these masks offer minimal protection to the wearer.
- Can be made from various types of machine-washable and dryable cloth.
- If homemade, use clean woven cotton or linen e.g., a tea towel, bedsheet, pillowcase, t-shirt.
- Must be designed and worn to fully cover nose and mouth.
- Should fit snugly, let you breathe easily, and attached securely with ties or ear loops.
- Re-usable and need to be washed regularly.



### Other cloth face coverings

- E.g., bandana, niqab, scarf, neck gaiter.
- May be used to reduce the spread of large respiratory droplets. However, face coverings offer limited protection to the wearer.
- If the material is thin, fold it into several layers.
- Be sure that it covers mouth, nose and sides of the face.



### Industrial N95 respirators

- Used to protect workers from inhaling dust, fumes, and hazardous aerosols.
- Available in hardware stores.
- These masks are not recommended to prevent COVID-19 because if they have a valve and you cough/sneeze, you may spread a stream of germs through the valve.

### Personal protective equipment (PPE)

These medical masks/respirators should be reserved for health providers or those caring for sick people.



### Medical/surgical masks

- Used by healthcare workers or those caring for sick people. Not for general use, in order to reserve critical supply for healthcare.
- Protect against large droplets.
- Flat/pleated or cup shaped with a looser fit.
- Water resistant; and may come with visor.
- Meant for one-time use.



### Medical N95 respirators

- Used by healthcare workers in healthcare settings. Not for use by the general public.
- Protect against inhaling and exhaling very small airborne particles and aerosols.
- Fits closely over the nose and mouth to form a tight seal.
- Must be custom fit and worn properly.

## APPENDIX THREE



# Coronavirus COVID-19

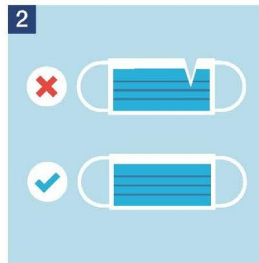
BC Centre for Disease Control | BC Ministry of Health



## How to Wear a Face Mask



1 Wash your hands with soap and water for 20-30 seconds or perform hand hygiene with alcohol-based hand rub before touching the face mask.



2 Check the new mask to make sure it's not damaged.



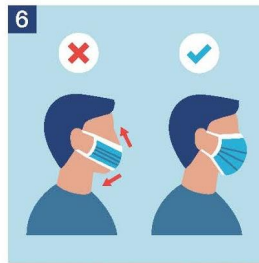
3 Ensure colour side of the mask faces outwards.



4 Locate the metallic strip. Place it over and mold it to the nose bridge.



5 Place an ear loop around each ear or tie the top and bottom straps.



6 Cover mouth and nose fully, making sure there are no gaps. Pull the bottom of the mask to fully open and fit under your chin.



7 Press the metallic strip again to fit the shape of the nose. Perform hand hygiene.



8 Do not touch the mask while using it, if you do, perform hand hygiene.



9 Replace the mask if it gets wet or dirty and wash your hands again after putting it on. Do not reuse the mask.

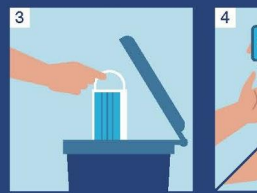
### Removing the Mask



1 Perform hand hygiene.



2 Do not touch the front of your mask. Lean forward, gently remove the mask from behind by holding both ear loops or ties.



3 Discard the mask in a waste container.



4 Perform hand hygiene.



Ministry of Health



BC Centre for Disease Control

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

Non-medical inquiries (ex. travel, physical distancing): 1-888-COVID19 (1888-268-4319) or text 604-630-0300

