



SD37 – School/Site Specific Communicable Disease Prevention Plan

School Name: Brooke

Date: September 2021. ***REVISED JANUARY 2022**

This plan documents the communicable disease prevention strategies used at your school/site to meet the BC Ministry of Health Provincial COVID 19 – Communicable Disease Guidelines for K-12 Settings and the District’s Communicable Disease Prevention Plan. This plan documents the site specific measures and procedures used at your school/site and can be used as an information tool to inform staff on the prevention measures being employed at your school/site.

Use the Health and Safety Checklist, developed by the BCCDC, as a guide when developing your site specific plan. This plan must also be developed in consultation with your Site Safety Committee.

Public Health Measures

Details on how daily attendance for regular staff, students, visitors and non-regular staff (e.g., itinerants, TTOCs, etc.) will be kept and maintained

- staff sign in daily (after completing the daily health check)
- visitors must sign and indicate locations they go to in the school
- access to school is limited and controlled still (front entrance is locked, visitors must ring the door bell)
- visitors must indicate that they have completed the daily health check

-VISITORS ARE RESTRICTED TO ESSENTIAL ONLY

Details on how school/site will keep staff and students informed should changes/updates to requirements and guidelines occur

- website(school and district), newsletters, communication from district

Promoting and encouraging staff and student vaccinations

- through district and school communications

Environmental Measures

Details on how effectiveness of building heating and ventilation system will be monitored.

- Staff told to report any issues to the Principal
- District is monitoring ventilation currently all schools are good

Details on use of windows/fans for maintaining thermal comfort

- open windows when possible
- don't have fans pointed directly at people

Process for informing District Facilities when deficiency of HVAC system is noted

- Staff report any issues to Principal

Practices for cleaning and disinfecting frequently touched surfaces and equipment

- Surfaces need to be cleared off for cleaning (reinforced regularly)
- Daytime custodial staff cleans frequently touched surfaces
- All classrooms are cleaned daily
- extra bottles of sanitation spray are available for staff to use before and after they use a surface or piece of equipment (for example photocopier)

Administrative Measures

Details on how school/site will hold gatherings and events safely in accordance with recommendations

- all meetings are being held virtually
- no in person assemblies (virtual only)
- temporary hold on buddy activities (combining with another class for an activity indoors or outdoors)

Space arrangement and capacity details

- create as much distance as possible within classrooms
- staff will consider distancing and minimizes face to face activities when designing lessons and other learning activities -this will be reinforced at staff meetings
- desks will be arranged in rows
- tables are arranged with distance
- barriers are up when needed
- face to face seating arrangements will be minimized wherever possible
- use larger spaces in school whenever possible
- do activities outside whenever possible

Practices for maintaining physical distancing

- one class in the hallway at a time
- use multiple entrances/exits
- no students working in the hallways or pod coat areas
- staff will work together to monitor the flow of traffic when exiting and entering (classes will line up in separated locations), classes will enter one class at a time

-parents will be reminded to wear masks and keep distance while on school grounds (especially in crowded drop off areas)

Details on how curriculum and program activities will meet Ministry recommendations

Music/Theatre

- singing with masks
- use of distance within the large space
- band and music classes will only be with their regular classes (no combining or mixing)
- students have purchased performance masks (masks that can be worn while playing instruments)
- pause on singing in primary music classes

Physical Ed / Sports

- high intensity activities will be done outside as much as possible
- Classes will not be combined for PE or other sports

Food programs/services

-HOT LUNCH PROGRAM HAS BEEN PAUSED

Extracurricular Activities

- none available at school right now

Staff/student transportations details

- when carpooling staff need to wear masks

Field Trip info

- no field trips at this time

Water fountain

- are being used (cleaned according as a frequently touched surface)
- water bottle fill stations were converted to be automatic (no touching required)

Break Rooms/Communal areas

- staff are reminded to keep distance, space out in staff room, sanitize all equipment/tables after use
- staff will not gather in staff room, space out for eating lunch or eat somewhere else
- no sharing of food
- staff will not gather in the hallways or other communal areas

Personal Measures

Daily Health Check details

- Staff and students made aware of the need to continue daily health checks prior to arriving at work/school
- Signage posted at entrances indicating daily health check must be performed and to not report to work/school if experiencing illness
- reminders will be given at staff meetings and in newsletters to families

Practices for responding to staff and students that experience illness while at work/school

- students will go to the medical room, wearing a mask, parents will be phoned for immediate pick up
- staff (if well enough) will be instructed to go home, monitor symptoms and only return when able to pass the daily health check

Hand hygiene details and practices (e.g., soap and water, alcohol hand sanitizer)

- proper technique is told, modeled and reinforced
- staff are to make admin or custodial staff if available of any needs in terms of soap, paper towel, etc.
- students are encouraged to wash their hands frequently (especially before/after eating, changing activities or locations)

Personal Protective Equipment Measures

Mask use practices for staff, students and visitors

- is continuously reinforced in entire community, morning announcements, newsletters, etc.
- new communication was sent out by district on proper fit and best kinds of masks to be using
- mask exemptions resource will be shared with staff and Principal will discuss strategies with the parents of children who are not wearing masks

Practices for ensuring masks are available for visitors

- available at the office

Practices for ensuring masks are available to staff/students who forget to bring their mask

- available at the office (supply is maintained by ordering more from school district)

PPE practices for first aid attendants

- masks, gloves, face shields and other supplies available in the medical room

School Supportive Environments

Strategies for actively promoting communicable disease practices at your school/site

- Signage
- Announcements
- Modeling/mentoring proactive behaviour
- monitoring attendance and following necessary cleaning protocols

Strategies for ensuring staff/students respect the personal space of others

- staff will encourage distancing and respecting personal space

Strategies for creating positive and inclusive approaches to personal prevention strategies

- morning announcements include encouragement around wearing masks, washing hands and other safety measures to keep each other safe
- announcements and communications to community will include messaging around proper fit and the proper kinds of masks to be using