

COVID-19 Operational Plan Review

Thank you for your time and efforts on your operational plan. Your schools plan has been approved pending;

- Requested updates are made
- Comments/suggestions are reviewed, and updates are made if necessary

Reminder;

- The operational plan and all appendices are meant to be living documents and must be reviewed monthly and updated as necessary.
- Ensure the most up to date operational plan is uploaded to your school's website as changes are made.


School: RPS	
Review Team: Clare Tooley ASDS Occupational Health & Safety Coordinator, Ann Hogan Public Health Nurse, Joyce Walker-Haley Public Health Nurse	
Ready for Sign-Off? <input type="checkbox"/> YES, <input checked="" type="checkbox"/> YES-but updates requested, <input type="checkbox"/> NO-more information required	
Applicable Section (Circle)	Comment/Suggestion
1 2 3 (4) 5 6 7 8 9 10 11 12 13 14 ALL	FYI - Teachers/Students don't need to sign in/out for breaks/lunchtimes. Only extended periods ev; Dec. Appk.
1 2 3 4 (5) 6 7 8 9 10 11 12 13 14 ALL	Where is the Isolation Space.
1 2 3 4 5 (6) 7 8 9 10 11 12 13 14 ALL	Elevators - what about special needs, may need 2 at a time with masks, unless bubbled. Reception Area?
1 2 3 4 5 6 7 (8) 9 10 11 12 13 14 ALL	"outbreak cleaning" Doc is now included and renamed in Appendix K - reword.
1 2 3 4 5 6 7 8 (9) 10 11 12 13 14 ALL	Posters for masks/hand hygiene. Student orientations
1 2 3 4 5 6 7 8 9 (10) 11 12 13 14 ALL	Plexiglass available upon request / Approval Face shields only need to be worn <u>if</u> if the Staff prefers. otherwise just a mask is adequate if am cannot be maintained.

General Comments:

COVID-19 OPERATIONAL PLAN FOR SCHOOLS

To ensure each school environment safely applies risk mitigation measures consistent with Public Health guidance and the *Occupational Health and Safety Act* and Regulations. All schools, and district offices, must develop a written COVID-19 Operational Plan to provide the safe environment needed for students and staff. Refer to the *Return to School*, September 2020 document and its appendices for primary support for the requirements listed below. This completed document shall be submitted to Clare Tooley, clare.tooley@nbed.nb.ca for review by **August 26th, 2020**. It will then be signed off by Zoë Watson or John MacDonald and returned to the principal for implementation and distribution.

The following document is intended to provide a check list with spaces for each main topic area along with resources. This will help the plan owner, (school Principal), outline each school's Operational Plan. Communication plans must consider and include staff, students, parents/guardians, visiting community professionals, and public. The District Occupational Health and Safety Coordinator is expected to be the primary support for staff and students. School Joint Health and Safety Committees (JHSCs) should be considered integral to preparations and support for September operations and beyond.

School Name	Rothsay Park School
Principal (Signature)	Tammy Derrah
School District Official (Signature)	
Plan Implementation Date	September 2020

From October to May, minimum monthly review is required. Principal will sign below to identify when this plan has been reviewed internally (*by the principal or JHSC*) to assess any new risks or changes to regulatory guidelines; and as increased hazards/risk conditions warrant. **Keep this original first page for a record of reviews as the rest of the document may change.**

Name (October Review)	Name (February Review)	Date	Date
Name (November Review)	Name (March Review)	Date	Date
Name (December Review)	Name (April Review)	Date	Date
Name (January Review)	Name (May Review)	Date	Date