# COVID-19 OPERATIONAL PLAN FOR BCS

**Bath Community School Covid-19 Bulletins:**

**Bulletin #1** September 3, 2020

**Building Access**

This information bulletin will provide guidance for parents and students on when and how they will be able to access BCS during the 2020-2021 school year.

**Bussing**

– Bus arrivals will be staggered at BCS with the first bus arriving at 7:50 and unloading prior to the arrival of the next bus. When students exit the bus, they must wear a mask to enter the school. They can remove masks once they enter their classroom.

 Bus departures – Students will be loaded one grade at a time at the end of the day. When students leave their classroom, they must wear masks. We will start to load busses at 2:45 and our last bus should depart by 2:55.

**Student Drop-off / Pick-up**

Drop Off / Arrival - Students will not be able to access the building until **7:50**. All students that are driven to school must access the building from the drop off zone at the main entrance of the building. Access to the school from the front of the building will be limited to drop off students and staff only. You must wear a mask to enter the school (all staff and student)

Pick Up – All students that need to be picked up throughout the school day will require a parent to call the school at 278-6000. Arrangements will be made for the student to meet their parent/guardian outside the school. It will be recorded at the office who and what time the child was picked up.

End of day pick up – K-2 students may be picked up between **1:45 – 2:45**. This information is to be communicated to the teacher with a written note in the morning. Grade 3-8 students may be picked up at 2:45 at the front of the building.

Village students – all students that walk to and from school will be dismissed at 2:45.

**School Access**

* School access will be limited to students and staff only during the instructional day. Parents/guardians will be able to access the school with **scheduled appointments** only. All visitors to the school must **wear a community face mask and wash their hands upon entering the school**. Teachers and parents/guardians are encouraged to communicate via email and phone to ensure adequate contact with regards to student progress.

**Bulletin #2** September 3, 2020

**Student Days @BCS**

**K- 8 Students** – Staggered Entrance for school start up.

**Tuesday, September 8**: ½ K students, 1/2, 4, 6, 8

**Wednesday, September 9**: The other ½ K students, K/1, 3, 5, 7

**Thursday, September 10:** All K – 8 students will be attending full days.

**Friday, September 11**: All K – 8 students will be attending full days.

 A typical day at BCS will start with students getting off the bus with their masks on, going directly to their homeroom and dropping off belongings on their assigned hooks and immediately return to homeroom. Students and Staff are always expected to wear face mask when entering the building.

**Lunch**: Students will be eating lunches in their rooms. Half our students will be outside enjoying recess from 11:55 – 12:25 while the other half are eating and then they will switch. Our K – 8 students will remain together as a class throughout the day and will not be able to interact with other classes, this includes breaks and noon recess. **We will not be serving white or chocolate milk**. We have new water filling stations. Ensure your son/daughter has a clean water bottle that is labelled.

**Meet the Teacher** - Due to Covid 19 restrictions, we will not be hosting a meet the teacher night, except for our kindergarten classes. The kindergarten teachers will be contacting their families to arrange a time for a parent/guardian and the student to come to the school to meet the teacher and see the building.

**Bulletin #3** September 3, 2020

**Wellness Practices**

**Handwashing** - All students will be required to wash/sanitize their hands each time they enter the building. All students will have access to hand sanitizer in their classrooms. Students are encouraged to carry a small bottle of hand sanitizer with them for when handwashing is not possible. We will be providing hand sanitizer at the main entrance and gym entrance. Each classroom will have hand sanitizer.

**Community Masks** – **K – 8 students will be required to bring two masks. All students and staff are** to wear a community mask when they are inside the school in **common areas** such as entry ways, hallways and washrooms. We will ask all students and staff to wear a mask when entering the building**. K – 8 students will not be required to wear a community mask while in classrooms.**

Students are encouraged to have more than one community mask, if possible, and it is required to be cleaned each evening. Staff will also be required to wear community masks while in all common areas and when 1 meter of physical distancing is not possible. **All visitors, with pre-arranged appointments, must wear a community mask as well while in the school.**

**Water Bottles** – All students are encouraged to have their own water bottle, clearly labelled with their name on it. Students will not have access to water fountains but will have access to bottle refill stations in various areas throughout the school.

**Washroom Access** – All washrooms at BCS will be limited to 3 people at a time in order to accommodate the required physical distancing recommendations. All washrooms will be cleaned at least 3 times per day.

**Cleaning** – EECD has agreed to provide schools with extra custodial time to allow for more frequent cleaning of our schools throughout the day. All handrails, doorknobs, etc. (high touch areas) will be cleaned throughout the day at least twice and bathrooms will be cleaned three times per day. Middle students will be asked to clean their desks at the end of each period before another class enters the room to limit the potential spread of Covid-19. Younger students will also be asked to keep their desks clean and may help teachers with the cleaning, if needed.

**Symptoms** – **Parents/guardians are expected to screen their children each day prior to sending them to school.** If a student is displaying 2 or more symptoms of Covid-19, the student is not to attend school and you are to call 811 for guidance. If a student displays 2 or more symptoms at school, they will be taken to gym stage behind dividers, be required to wear a mask and parents/guardians must come to the **school immediately** to pick them up. All students must have a working contact phone number in the event of an emergency.

# COVID-19 OPERATIONAL PLAN FOR SCHOOLS

To ensure safe school environments each must apply 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.

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

Refer to EECD’s *Return to School*, September 2020 document and its appendices for primary support for the requirements listed below.

School Name: Bath Community School

Principal (Signature): Mitchell Hemphill

School District Official (Signature): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Plan Implementation Date: September 2020
Plan has been reviewed internally to assess any new risks or changes to regulatory guidelines; Oct to May, monthly, and as increased hazard/risk conditions warrant:

Mitchell Hemphill August 8, 2020

Name Date Name Date

Mitchell Hemphill August 21, 2020

Name Date Name Date

Mitchell Hemphill August 27, 2020

Name Date Name Date

STAFF of BCS August 31, 2020

Name Date Name Date

## RATIONALE – Effective Risk Mitigation – Infection and Prevention Controls

The best prevention controls in a workplace are achieved by first focusing on recommended physical distancing and taking every reasonable step to configure the physical site to apply an appropriate physical distance between people. All must practice appropriate hand hygiene and respiratory etiquette. Once all reasonable options in this category have been exhausted, move to engineering controls (e.g., barriers) and conduct the same exercise, then administrative controls (directives), and so on until personal protective equipment (PPE) as a final step, if required.

In addition to the guidelines and regulations, everyone in the school is responsible for ensuring their own safety and the safety of all others.

Visible signage with clear messaging is a key component to effective on-site communication regarding the prevention and control of COVID-19.

The K-12 *Return to School September 2020* document is the comprehensive and first reference point for this document.

|  |  |  |
| --- | --- | --- |
| **Communications** | **Resources** (Examples, Templates, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| **Communications** |  |  |
| Communicate operational strategies, provide orientation to school personnel and students. | Final document will be shared will all stakeholders | September 3, 2020 |
| Communicate operational strategies, provide orientation to visiting professionals | Final document will be emailed prior to visit and added to Aesop and website | In progress |
| Communicate operational strategies to parent/caregiver and school community. | District Communications, will be shared via school messenger and school website | September 3, 2020 (school messenger/ website) |

**Communication Strategies:**

Describe how school operational strategies are being communicated.

**All final plans will be shared with school staff, parents, students and district staff. We currently use Facebook, twitter, school messenger, school website on September 3, 2020**.

|  |  |  |
| --- | --- | --- |
| **Building Access** | **Resources** (Example, Template, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| **Building Access** |  |  |
| Controls are in place to prevent the public from freely accessing the operational school. | School entrance is locked at all times. Appointments will be needed to enter the school. | done |
| Procedures are in place to reduce congestion and follow physical distancing requirements during the school start and dismissal times. | Will have staggered exit from the building at end of day. Will have bus entrance and drop off entrance for walkers/drop-offs and staff. All will be marked on doors.  | done |
| Provide COVID controls for staff working outside of the classroom. | *Return to School* document | Found on EECD website |

**Building Access:**

Describe how access to the school is being controlled and communicated. All usual security measures must be maintained. E.g., use visitor logs.

We will always have doors locked. We will ask any visitors to make an appointment. We have a log in and log out binder already as standard practice as soon as you enter the office. A sanitizing station will be beside binder. Masks must be worn when entering the building and in common areas.

|  |  |  |
| --- | --- | --- |
| **Risk Assessment** | **Resources** (Examples, Templates, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| **Risk Assessment** | [Risk Assessment Guideline Health Canada](https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/guidance-documents/risk-informed-decision-making-workplaces-businesses-covid-19-pandemic.html) |  |
| Complete a risk assessment within the school to determine the risks and identify various controls necessary to mitigate the risk of COVID-19 exposure. | OHS CoordinatorsRisk Mitigation Tool for Child and Youth Settings Operating During Pandemic [Risk Mitigation Tool](https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/guidance-documents/covid-19-risk-mitigation-tool-child-youth-settings-operating-during-pandemic.html) | In progress |
| Determine the physical isolation elements for people showing signs of illness in the operational plan for your school. | *Return to School* document. | Isolation spot will be first room on the stage (left hand side)  |

|  |  |  |
| --- | --- | --- |
| **Physical Distancing** | **Resources** (Examples, Templates, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| Implement physical distance protocol. | *Return to School* documentFacilities staffItinerant professional plans |   |
| * Consider staff, students, visiting professionals, parents/guardians, and community members.
 |  In progress |
| * Arrange furniture to promote the physical distancing requirements. (Include a reception area).
 |  Spacing of chairs in the office 2 m apart. This only allows for two chairs. |
| * Provide visual cues on floor, indicate directional movement where appropriate, “no-stopping” areas in narrow hallways, etc.
 |  Arrows and floor signs to be put on the floor when they arrive |
| * Determine if installation of physical barriers, such as partitions, is feasible.
 |  We have one divider purchased if we need it.  |
| Establish protocols to ensure people don’t congregate in groups (staggered arrival, start, break/recess, lunch and release times and locations, virtual rather than in-person meetings, limit access to common areas, etc.). | *Return to School* document | Staff room will be off limits (it is the only washroom we have for staff. 3 people max in that room) |
| Evaluate options to reduce those required onsite, |  |  |
| Evaluate the risk of individuals/class bubbles coming closer than one metre, or two metres in common areas at the high school level.Stairwells, entry and exit points and narrow hallways can present challenges. Consider implementing one-way traffic zones where possible, e.g., one stairwell for walking up, a different one for walking down. |  | Stair ways will be bi-directional with arrows. All students and staff when in the hallways will be required to wear masks.  |

**Physical Distancing:**

**Describe how physical distancing is being implemented and communicated.**

We will have floor signs and will practice what safe distancing looks like, we will ensure all classes leave their rooms together to get on school busses and follow safe distancing. Staffroom and staff washroom will only have 3 people in it at a time. Student bathrooms (we have two per floor) will be monitored for the number of occupants at a time. We will have a staff member monitor the K-5 bathroom during recess and lunch breaks. We have two sinks per washroom. Spacing will be well marked at sinks.

Office: Before entering the office, the admin assistant will let students and staff know if there is room for additional people.

|  |  |  |
| --- | --- | --- |
| **Transition Times** |  |  |
| School schedule has been modified to address transition times, break/recess, lunch, etc., to promote appropriate physical distancing, enable physical distancing, and respect student groupings; utilize separate locations to support transition times as needed.School layout guide maps to inform students, staff, visitors, and public are encouraged. | District OHS CoordinatorFacilities Staff |  |
| Provide time for food preparation and mealtimes. | *Return to School* document | Breakfast baskets will be prepared by volunteers. Physical spacing will be required when students come to the area to get food.  |

**Transition:**

**Describe how transitioning/staggering is being implemented and maintained.**

We will stagger our exit and entrance of building during recess and lunch times while wearing masks. The classroom teachers will exit the school with their students out to the playground. Students will line up and enter the building when it is their turn. At recess and lunch time, two entrances will be open to have students enter. (K-2 bus entrance (43 students in total) , grades 3-5 main entrance (38 students in total)

Playground will be divided into groupings. We have used this already at BCS. {Track/Back field/Swings for grades 4-5}, {equipment when you enter fenced off area is for grade 2-3 and red swings}, {equipment on far right is for K-1 (including swings/ sand box, car, etc)}. At lunch time, middle school students will use the basketball area/back field/ and gym (40 students in total)

|  |  |  |
| --- | --- | --- |
| Screening | **Resources** (Examples, Templates, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| Screening |  |  |
| Ensure that the staff understands and implements its screening process. Staff must screen themselves, take their temperatures, before leaving residences. If there are symptoms of COVID, they should not be at school. | Reinforce with parents that screening happens before leaving home.  |  On going  |
| Prepare for the possibility that an individual is a suspect COVID-19 case and may have been in the building. Inform your employees of the procedures to be followed. \*Regional Public Health will notify the school about what is to be done.Students and staff must self-monitor throughout the day. | EECD Outbreak Management Plan*Return to School* document | Discussed protocol in opening staff meeting |
| Create a self-isolation space. Isolate persons showing signs of COVID-19 immediately at the facility. Keep the person isolated, and wearing a mask, to avoid contaminating others until they are picked up. Call 811 and comply with the instructions given. | EECD Outbreak Management plan. |  Isolation room being constructed |

**Screening:**

Outline how passive screening requirements are being met and communicated.

Direction from public health will be followed. Encourage parents to call 811 if they are unsure as to whether testing is required. Always ask the Covid-19 questions prior to entering the building.

|  |  |  |
| --- | --- | --- |
| Cleaning and Disinfection Procedures | Resources (Examples, Templates, Guidance Documents) | Status (Done, In Progress, Not Started, N/A) |
|  | *Return to School document and appendixes for* guidelines |  |
| * Proper hand hygiene practiced before and after handling objects or touching surfaces.
 |  [Hand Sanitizer Poster](https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/SanitizerDesinfectant.pdf) |  Posters posted |
| Ensure availability of all necessary supplies for cleaning and disinfecting. Consider “Sanitization Stations” for accessing, borrowing and returning products by staff.Designate personnel responsible for monitoring supply levels and communicating with administrators. |  | On goingCrystal Steeves (custodian II) will be contact person to communicate our needs |
| Washrooms |  |   |
| * Equip with hot and cold running water under pressure, liquid soap, paper towel, air dryers in many locations, toilet paper, and garbage containers where needed.
* Foot-operated door openers may be practical in some locations.
 |  Schools Custodial and District Facilities Management |  Cleaned three times a day |
| * Hand-washing posters must be posted.
 | [Handwashing Poster](https://www.canada.ca/content/dam/phac-aspc/documents/services/publications/diseases-conditions/coronavirus/covid-19-handwashing/covid-19-handwashing-eng.pdf) |  Posted |
| * For multiple stalls and sinks in washrooms, limit access through a maximum numbers allowed in the space at one time based on distancing requirements.
 |  | Downstairs will be limited to middle school (40 studentsUpstairs will be limited to K-5 (81 students)  |
| **Since physical barriers are not always possible:** |   |   |
| * Implement enhanced handwashing and sanitation/cleaning practices in shared areas and for shared items.
 | Cleaning and Disinfection Guide for Schools |  Teachers will build into their daily routines wash times of hands |
| Encourage proper hand hygiene before and after handling objects or touching surfaces. |  | Posters will be posted in all washrooms -done |
| Ensure a schedule of cleaning and sanitization as per cleaning and disinfection standards.  | Cleaning and disinfecting guide | Custodian II will make a schedule and submit to Principal to share will all staff |
| For ventilation, consult the *Return to School* document. | Facilities staff | No ventilation system at BCS |

**Cleaning and Disinfection:**

**Describe the cleaning and disinfection procedures and how they are being managed.**

Custodian II Crystal Steeves will create and share with other custodians and teaching staff.

|  |  |  |
| --- | --- | --- |
| **Personal Hygiene Etiquette** | **Resources** (Examples, Templates, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| Use masks according to the *Return to School* document protocols. | *Return to School* document.  |  All staff and students will wear masks when entering the building and hallways |
| Promote appropriate hand and respiratory hygiene. | [Handwashing Poster](https://www.canada.ca/content/dam/phac-aspc/documents/services/publications/diseases-conditions/coronavirus/covid-19-handwashing/covid-19-handwashing-eng.pdf) |   done |
| * Utilize existing sinks or have handwash stations readily available and equipped with running hot/cold water and adequate soap and paper towel where appropriate.
 |
| * Provide minimum 60% alcohol-based hand sanitizer.
 | [Hand Sanitizer Poster](https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/SanitizerDesinfectant.pdf) |  Delivered to classrooms |
| * Communicate frequently about good respiratory hygiene/cough etiquette.
 | [Coronavirus disease (COVID-19): Prevention and risks](https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks.html) | In progress and will be shared on social media |
| * Evaluate the school, as a part of its risk assessment, for shared objects and common areas and increase frequency of cleaning of touched surfaces/objects (minimum twice daily) and availability of hand sanitizer. This includes washrooms.
 | Cleaning and Disinfection Guide for Schools  | OHS team |

|  |  |  |
| --- | --- | --- |
| **Protective Measures** | **Resources** (Examples, Templates, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| To ensure minimal interaction within various set groupings, where feasible and safe, install physical barriers.\*To ensure that members of vulnerable populations and students with complex needs are accommodated. | *Return to School* documentDistrict Student Support ServicesGuidelines for itinerant (visiting) professionals |  Two plexiglass barriers will be ordered. One for EST-R teacher and one for C&Y team member |
| **Provide personal protective equipment – only for those situations that require it:** | [OHS Guide-PPE](https://ohsguide.worksafenb.ca/topic/ppe.html)[PPE Poster](https://www.york.ca/wps/wcm/connect/yorkpublic/a71d0985-7ab5-4a2d-9a10-808a17e10ca5/Personal%2BProtective%2BEquipment%2BPoster.pdf?MOD=AJPERES&CVID=mu8SU02)District Student Support Services |   |
| * Hand protection (nitrile, rubber or latex gloves)
 |  In main office |
| * Eye protection (safety glasses, goggles or face shield)
 |  In main office |
| * Other PPE as determined necessary through the risk assessment
 |  | Not needed at this time |
| In areas where following the school physical distancing standards as set out in the *Return to School* document is not possible, maintain an accurate visitor log, and staff and student attendance log.This is in addition to regular school attendance logs.Logs must be made available to Public Health for contact tracing purposes if it is identified that a person who tested positive for COVID-19 was present in the school. | *Return to School* document | Log has been created and kept at Admin assistants desk. |
| **Additional Protection** |  |  |
| Use non-medical, “community”, face coverings for individuals who exhibit symptoms of illness to minimize the risk of transmitting COVID-19. Follow the *Return to School* document protocols. | [Health Canada information onnon-medical masks and face coverings](https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/about-non-medical-masks-face-coverings.html) |   |
| Considerations for schools licensed under Food Premises Regulations | *Return to School* document |  |

**Personal Hygiene:**

**Describe how requirements for personal hygiene are being met and communicated. E.g. training for use of products and PPE.**

Proper hand hygiene will have copies in their classrooms and washrooms. It will become routine for students to wash hands periodically throughout the day. We will ensure all students are aware of the expectation.

|  |  |  |
| --- | --- | --- |
| **Occupational Health and Safety** | **Resources** (Examples, Templates, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| ***Occupational Health and Safety Act* and Regulation Requirements** |  |  |
| Communicate to staff and supervisors their responsibilities and rights under the *OHS Act* and regulations. | [OHS Guide-Three Rights](https://ohsguide.worksafenb.ca/topic/rights.html) |  In progress. Our members have moved to other schools. |
| Provide staff and student orientation, information and training on the applicable policies and processes implemented regarding COVID-19. | [OHS Guide-New Employee Orientation](https://ohsguide.worksafenb.ca/topic/orientation.html) |  All staff have been given a copy of back to school document |
| Provide staff the employee training on the COVID-related work refusal process. | [Right to Refuse](https://www.worksafenb.ca/safety-topics/covid-19/covid-19-and-the-right-to-refuse/)School District HR |  Email has been forwarded the process |
| Keep records/log of visitor and employee presence, as well as orientation, training and inspections. |   |  Will use Aesop to track attendance for students |
| Ensure supervisors are knowledgeable of guidelines and processes established by Public Health.  |   |  All emails are forwarded to staff |
| Ensure all employees receive information, instruction and training on the applicable personal protective equipment required to protect against COVID-19 in the school setting. |   |  All emails are forwarded to staff |
| Make available appropriate personal protective equipment for the school setting.  |  District Student Support Services |  Extra masks and gloves are available in the main office  |
| \*School district Human Resources confirm process for addressing employee violations of policies and procedures. |   |   |
| Consult on any new policies and processes established in relation to COVID-19. Engage JHSC or health and safety representative, if any, and staff/employees. | [OHS Guide-JHSC](https://ohsguide.worksafenb.ca/topic/fixed.html) |   |
| Provide competent and sufficient supervision to ensure staff, students, and visitors are complying with policies, procedures and processes established. | [OHS Guide topic-Supervision](https://ohsguide.worksafenb.ca/topic/supervision.html) |  Walk throughs will be made by Principal |
| Communicate to all staff the requirement to co-operate with Public Health if there is a suspected or confirmed case of COVID-19 in the school. Schools must engage the district from the beginning.Regional Public Health will advise the employee, student and parent/guardian, and/or the employer if there is a need to communicate with the school and/or district during contact tracing.Once the district is advised of a positive case, they must then report it to WorkSafeNB. | EECD and school outbreak management plan*Return to School* document |  All District staff will be notified with a confirmed case immediately.  |

**Elements of the OH&S Act and Regulations – School-based COVID Response:**

**Outline how the requirements for OH&S within a COVID response are being met.**

Staff will be given the following information as well as the website to do further reading about this information. We will stress that all staff have the right to know about health and safety matters, the right to participate in decisions that could affect their health and safety, the right to refuse work that could affect their health and safety and that of others. <https://ohsguide.worksafenb.ca/topic/rights.html>

**Outbreak Management Plan – COVID Response:**

Using the *Return to School* document, outline how the requirements for COVID response are being met.

In the event that the school becomes aware of one confirmed case of COVID 19, the principal is to advise the Superintendent as well as Public Health by contacting the Regional Health Authority Public Health Nurse or the after-hour emergency number. The Superintendent will inform the Department. If an outbreak is declared in the school, the school must follow the orders of the Regional Public Health office. Regional Public Health will be involved to manage the outbreak and ensure contacts are identified, public health measures are in place and will lead any communication that is required. In the event a school, region or the province is shut down because of an outbreak, as directed by Public Health, students will not be permitted inside the school building. The school will only be closed to school personnel if Public Health closes the building. Unless the school building is closed by Public Health, school personnel are expected to report to school and continue offering education to students at a distance. Teaching and learning will not stop if a school is closed because of an operational closure due to the pandemic. As part of their preparations for the upcoming school year, school personnel will develop contingency plans for continued learning when students are not physically able to be in school. For example, teachers may have kits that they can send home with younger students; they may be ready to teach on-line; etc. If exclusion/isolation is required, the principal or vice-principal will inform parents/guardians and school personnel of the situation and of how important this control measure is, with resources from Regional Public Health. Parental and school personnel cooperation is critical. The school’s designated isolation area is outlined previously in this document. Pick-up is to occur within an hour of notification. Symptomatic individuals will be immediately separated from others in a supervised area until they can go home. Where possible, anyone providing care to a symptomatic individual should maintain one (1) metre and wear a mask. The symptomatic individuals must wear a mask unless not tolerated. Symptomatic school personnel must immediately isolate from others and wear a community mask until they are able to leave the building. If an outbreak is confirmed, Public Health will notify the school about the requirements to post appropriate notices for parents/guardians to ensure that disease information is available for school personnel and parents/guardians if needed or requested. Confidentiality of a suspected or confirmed case is paramount. Communication to the school community will be guided by the Regional Medical Officer of Health.

|  |  |  |
| --- | --- | --- |
| **Additional Considerations:** e.g., Mental Health Support | **Resources** (Examples, Templates, Guidance Documents) | **Status** (Done, In Progress, Not Started, N/A) |
| Provide mental health support to all, including access to an employee assistance program (EAP) or information on public health supports, if available. | [GNB Mental Health Resource](https://www2.gnb.ca/content/gnb/en/departments/ocmoh/cdc/content/respiratory_diseases/coronavirus/mental-health-and-coping-during-covid-19.html)School District support staffSchool District Human Resources Staff |  Forwarded email about Homeward health |
| Other, site-specific considerations: FYI: Guidelines for Re-Entry into the School Setting During the Pandemic: Managing Social, Emotional and Traumatic Impact [NACTATR Guide to School Re-Entry](https://nactatr.com/news/files/01GuideRe-Entry.pdf)  | School District Support Services | Homeward health information shared with staff |

**Additional Considerations:**

**Describe how any additional considerations are being met.**

Staff will be made aware of contact information for EAP and Teacher Counselling. Check in on teachers on a weekly basis; the EST-R will make contact with Educational Assistants on a weekly basis.

As per Department guidelines a percentage of each day will be working with students to promote their social, emotional and physical health. In addition, as required students will be provided individual and/or group support by our school EST-G. Parents/caregivers will be given information about supports and information on websites to assist them in providing the supports necessary to address concerns that they might have about their child’s social, emotional or physical health.