



# Thornhill Primary School Communicable Disease Prevention Plan

Updated: January 4, 2022

## **Our goals are to:**

- Maintain a healthy and safe environment for all students and employees by maximizing space between people and limiting face-to-face contact
- Reinforce effective personal practices (hygiene, etiquette, following illness policies, mask wearing)
- Provide the services needed to support all children

## **Illness**

- Parents/ Guardians will conduct a daily health check for symptoms of illness/sickness before school. [K-12 Health Check \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/health/life_stages/children_youth/k-12_health_check)
- If children/ staff are sick, they must stay home.
- If symptoms develop while they are at school, parents/guardians will be contacted immediately. The student will wait for parent pickup on a chair by the front door. When the parent/guardian arrives, staff will escort the student to the front entrance. Office staff will disinfect any surfaces the person's body fluids may have contacted.
- Parents will ensure that the school can reach someone to pick up their child if illness develops.
- All staff will do a daily health check before entering the school. Staff who develop symptoms during the day will go home.

## **Students Entering Thornhill Primary**

- Students should arrive at school close to the bell (8:55) whenever possible. This will reduce the number of students waiting inside the mudroom on cold days.
- Students will sanitize their hands upon entering the school
- Students will enter and exit through their assigned mudrooms. They will line up, practicing distancing as they wait to enter the building.
- Students/Classes should leave the mudroom quickly to avoid crowding and close contact with others. (options include lining up against a hallway wall, students going directly to the classroom ...)
- After leaving the mudroom, students will wash their hands.
- Late students will enter through the main doors, sanitizing their hands, and check in at the office before proceeding to the classroom.

## **Staff Entering Thornhill Primary**

- All staff will enter through the main front doors.



- All staff members must sign off on the daily health check located in the orange duo tang on the sign-in table.
- Staff will wash their hands/ use sanitizer upon entering the building.
- If entering after hours or on the weekend, staff will sign in/out, and complete the daily health check.

## **Visitors**

- Visitors will call the office at 250-635-7066 from outside the school (or knock on the office window).
- Visitors to the school will be limited to those who are supporting learning/well-being.
- All guests/visitors to the building must wear a mask and sign in/out at the front door.
- All visitors must sanitize upon entering the school.

## **Physical Distancing**

- Adults will maintain a 2-metre distance from each other and will follow room occupancy limits.
- Within classrooms and during activities, space should be maximised, with students spread out as much as possible.
- Learning environment configurations should allow space between students and adults.
- Physical distancing in the hallway will be followed as much as possible, with classes and individuals walking on the right-side of the hallway.

## **Student Belongings**

- Students will have their own school supplies, and these should not be shared.
- Students will not share food. This includes cupcakes or baked goods for birthdays or other special celebrations.
- Each child will bring a water bottle to school and take it home at the end of the day. The refill station will be used for refilling bottles each day.
- Do not bring any additional items (toys, etc.) to school unless you have checked with school staff first.

## **Personal Protective Equipment (PPE)**

- All staff, adult volunteers, students and visitors must wear a mask **at all times** while indoors at school, subject to the exceptions noted below:
  - a person is unable to wear a mask because they cannot tolerate it for behavioural or health reasons.
  - the mask is removed temporarily for the purposes of identifying the person wearing it;
  - the mask is removed temporarily to engage in an educational activity that cannot be performed while wearing a mask (e.g. actively playing a wind instrument, high-intensity physical activity, etc.);
  - a person is eating or drinking;
  - a person is behind a barrier;
  - a person is providing a service to someone with a disability or diverse ability (including but not limited to a hearing impairment), where visual cues, facial expressions and/or lip



reading/movements are important. Masks with a window may be used in these situations.

- People with mask exemptions are encouraged to wear when one whenever possible (in the mudroom, in the hallway, when doing small group work or games)
- Proper fit is a **key factor** in mask effectiveness. Staff and students should have good-fitting masks. Staff should encourage and reteach the proper way to wear a mask.
- For those who forgot to bring or have soiled masks, the school will provide one.

## **Bus Transportation**

- Staff, adult volunteers, and all students will wear a mask at all times while on a bus, subject to the exceptions noted below:
  - a bus driver while driving;
  - a person who is unable to wear a mask because they do not tolerate it (for health or behavioural reasons);
  - a person is unable to put on or remove a mask without the assistance of another person;
  - the mask is removed temporarily for the purposes of identifying the person wearing it;
- Whenever possible, students should be spread out on the bus and face-to-face contact should be avoided

## **Classrooms**

- Personal Prevention Practices (mask wearing, hand-hygiene, physical distancing...) should be reinforced and reviewed regularly in a positive and inclusive way.
- Physical contact should be avoided at all times
- Minimize close, prolonged face-to-face interactions
- Spread out as much as possible in the available space
- Face-to-face seating arrangements should be avoided, where possible
- Students should have consistent seating arrangements, when practical
- Some manipulatives may not be able to be cleaned often or at all (e.g. sand, etc.). These items can still be used, if hand hygiene is practiced before and after use

## **Physical Education**

- Create space between students and staff
- Outdoor activities/programs are encouraged as much as possible
- Staff is required to wear a mask during indoor PE classes, when they cannot maintain 2M physical distancing, and/or no barrier is present
- Teachers should plan activities that DO NOT involve prolonged physical contact. Plans should be adapted to reduce physical contact
- Hands must be washed before and after PE classes

## **Gatherings**

- School gatherings should occur in small groups so that individuals can be spread out as much as possible.
- Schools should seek virtual alternatives for larger gatherings and assemblies
- Staff meetings will be held virtually.



- Smaller meetings (SBTM, OH&S...) can occur in person if individuals can be spread out.
- Small group work of mixed classes (Blitz, ELL, speech) can occur in person if individuals can be spread out.

## **Shared Spaces**

- Students and staff must wash/sanitize their hands before AND after being in a shared space (library, gym, counselling room, Learner Support room, gym, music room, Speech and Language room)
- Shared spaces are provided with disinfecting wipes for anyone who feels a need to use them

## **Hand Washing/Hygiene**

- Wash your hands often with soap and water for at least 20 seconds.
- Hand washing must occur:
  - When they arrive at school and before they go home
  - Before eating and drinking
  - After using the toilet
  - After sneezing or coughing into hands or tissue
  - Whenever hands are visibly dirty
  - When moving between different learning environments (e.g., outdoor-indoor transitions, from the gym to the classroom)

## **Lunchtime/Recess**

- 11:40 – 12:00: 5 classes go outside to play and 5 classes eat in their classrooms
- 12:05 – 12:25: 5 classes eat in their classrooms and 5 classes go outside to play
- While eating, students cannot be close together or face to face
- Supervisors will work to prevent crowding and physical contact amongst students
- Lunch dismissal from classrooms to the mudroom will be staggered
  - Eg: Mrs. Pushong's at 11:57 to line up for dismissal outside
  - Ms. Segovia's at 12:01/ Class 1 may go outside
  - Mrs.Gray's at 12:04
- Teachers are encouraged to pre-teach acceptable lunchtime behaviour (sitting in one's own spot, not moving around while eating, not facing others while eating, washing hands before/after eating)
- 1:20-1:35: 5 classes have recess
- 1:35-1:50: 5 classes have recess
- Dismissal from classrooms for recess and end-of-the-day to the mudroom will be staggered when possible

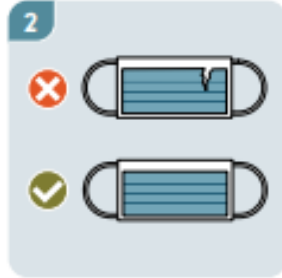


## APPENDIX: A - How to Use a Mask

### Prevent the spread of communicable disease: How to use a mask



1 Wash your hands with soap and water for at least 20 seconds before touching the mask. If you don't have soap and water, use an alcohol-based hand sanitizer.



2 Inspect the mask to ensure it's not damaged.



3 Turn the mask so the coloured side is facing outward.



4 Put the mask over your face. If there is a metallic strip, press it to fit the bridge of your nose.



5 Put the loops around each of your ears, or tie the top and bottom straps.



6 Make sure your mouth and nose are covered and there are no gaps. Expand the mask by pulling the bottom of it under your chin.



7 Press the metallic strip again so it moulds to the shape of your nose. Wash your hands again.







8 Don't touch the mask while you're wearing it. If you do, wash your hands.



9 Don't wear the mask if it gets wet or dirty. Don't reuse it. Follow the correct procedure for removing the mask.

**Removing the mask**

1 Wash your hands with soap and water or use an alcohol-based hand sanitizer.

2 Lean forward to remove your mask. Touch only the ear loops or ties, not the front of the mask.

3 Dispose of the mask safely.

4 Wash your hands. If required, follow the procedure for putting on a new mask.



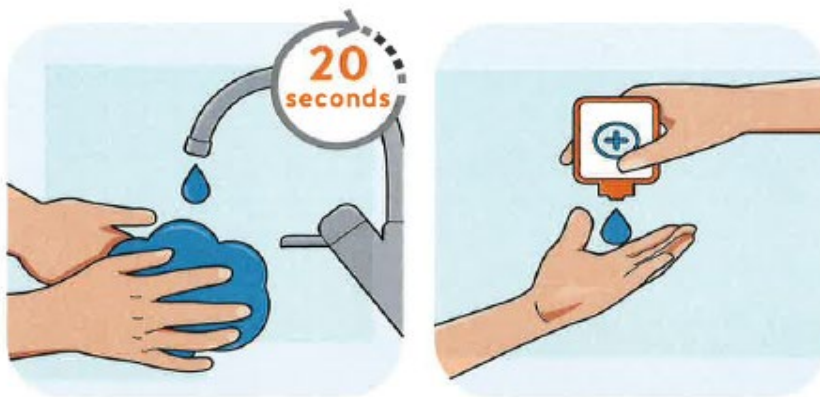
APPENDIX B – When to Perform Hand Hygiene

When Students Should Perform Hand Hygiene:	When Staff Should Perform Hand Hygiene:
<ul style="list-style-type: none"><li>• When they arrive at school.</li><li>• Before and after any breaks (e.g., recess, lunch).</li><li>• Before and after eating and drinking (excluding drinks kept at a student’s desk or locker).</li><li>• Before and after using an indoor learning space used by multiple classes (e.g. the gym, music room, science lab, etc.).</li><li>• After using the toilet.</li><li>• After sneezing or coughing into hands.</li><li>• Whenever hands are visibly dirty.</li></ul>	<ul style="list-style-type: none"><li>• When they arrive at school.</li><li>• Before and after any breaks (e.g. recess, lunch).</li><li>• Before and after eating and drinking.</li><li>• Before and after handling food or assisting students with eating.</li><li>• Before and after giving medication to a student or self.</li><li>• After using the toilet.</li><li>• After contact with body fluids (i.e., runny noses, spit, vomit, blood).</li><li>• After cleaning tasks.</li><li>• After removing gloves.</li><li>• After handling garbage.</li><li>• Whenever hands are visibly dirty.</li></ul>



## APPENDIX C – Prevent the Spread

# Prevent the spread of communicable disease



**Wash your hands often with soap and water for 20 seconds. If soap and water aren't available, use an alcohol-based hand sanitizer.**

### **Wash your hands:**

- When you arrive at work
- Before and after going on a break
- After using the washroom
- After handling cash or other materials that have come into contact with the public
- Before and after handling shared tools and equipment
- Before and after using masks or other personal protective equipment



APPENDIX D - Coughs and Sneezes

# Prevent the spread of communicable disease

## Cover coughs and sneezes



Cough or sneeze into your sleeve, not your hands. Avoid touching your face with your hands.

Or



Cover your mouth and nose with a tissue and put your used tissue in a wastebasket.



Wash your hands with soap and water for at least 20 seconds.

Or




Clean your hands with alcohol-based hand sanitizer.





## APPENDIX F – Daily Health Check

 <b>DAILY HEALTH CHECK</b>	
KEY SYMPTOMS OF ILLNESS	WHAT TO DO
Fever (above 38°C) Chills Cough Difficulty breathing Loss of sense of smell or taste	<p><b>If yes to 1 or more of these symptoms:</b> Stay home and get a health assessment.</p> <p>Contact a health care provider or 8-1-1 about your symptoms and next steps.</p>
OTHER SYMPTOMS	WHAT TO DO
Sore throat Loss of appetite Headache Body aches Extreme fatigue or tiredness Nausea and vomiting Diarrhea	<p><b>If yes to 1 symptom:</b> Stay home until you feel better.</p> <p><b>If yes to 2 or more of these symptoms:</b> Stay home for 24 hours.</p> <p>If symptoms don't get better or get worse, get a health assessment; contact a health care provider or 8-1-1 about your symptoms and next steps.</p>
INTERNATIONAL TRAVEL:	WHAT TO DO
Have you returned from travel outside Canada in the last 14 days?	<p><b>If yes:</b> All students and staff who have travelled outside of Canada are required to <a href="#">self-quarantine</a> for 14 days after arrival under both provincial and federal orders.</p> <p>This includes students who are attending school from abroad. Students from outside of Canada should plan to arrive in Canada at least two weeks before they are scheduled to attend school to adhere to the self-quarantine orders. Additional information is available <a href="#">here</a>.</p>
CLOSE CONTACT	WHAT TO DO
Have you been contacted by public health and notified that you are a close contact of a person confirmed to have COVID-19?	<p><b>If yes:</b> Please follow the instructions provided by Public Health.</p> <p>You can call 8-1-1 anytime to get advice about how you are feeling and what to do next. Pay attention to how you are feeling. If it becomes harder to breathe, you can't drink anything or feel much worse, seek urgent medical care at an urgent care clinic or emergency department.</p>

Check your symptoms with the [K-12 Health Check](#). If you have any questions, or the symptoms get worse, contact your healthcare provider, or call 8-1-1. For more information on COVID-19, please go to [www.bccdc.ca](http://www.bccdc.ca). If you develop severe symptoms, such as difficulty breathing (e.g. struggling to breathe or speaking in single words) or chest pain, call 9-1-1 or go to the nearest Emergency Department.

Please check BCCDC's [Symptoms of COVID-19](#) regularly to ensure the list is up to date.