

Communicable Disease Control Plan (2021 - 2022)

Updated: April 19, 2022

Note: This document is subject to frequent change and is updated to the Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings dated April 6, 2022.

Table of Contents

Introduction	4
Summary of Key Changes	4
Objectives	4
Key Principles	5
Communicable Disease Control (CDC) Plan Reviews	5
Infection Prevention and Exposure Control Measures.....	6
Supportive School Environments	6
Space Arrangement	7
Staff Only Spaces	7
Masks	7
Physical Barriers	7
Supporting Students With Disabilities/Diverse Abilities and/or Receiving Health Services.....	8
Guidelines for Staff and/or Those Working With Students With Disabilities/Diverse Abilities, Complex Behaviours, Medical Complexities, or Receiving Delegated Care Where Physical Contact May Be Required	8
School Gatherings and Events.....	9
Personal Items.....	9
Transportation	9

Student Transportation on Buses	9
Carpooling.....	10
Transit.....	10
Cleaning and Disinfecting	10
Cleaning and Disinfecting Frequency.....	10
Frequently Touched Surfaces.....	11
Cleaning and Disinfecting Bodily Fluids.....	12
Products and Procedures.....	12
Laundry	13
Visitor Access/Community Use.....	13
Community Use and Rental of Facilities	14
Checking Vaccination Status	14
Employee/Student Attendance	14
Students with Immune Suppression	14
Illness & Self-Assessment Policies and Protocols	15
Daily Health Checks	15
Protocol for Illness on Site.....	15
Staying Home, Self-Monitoring, Isolation and Symptoms.....	15
Mental Health, Trauma-Informed Practice and Socio-Emotional Lens	16
Hand Hygiene	17
Respiratory Etiquette	18
Personal Protective Equipment (PPE)	18
First Aid Attendants.....	18
General Ventilation and Air Circulation	19
Emergency and Evacuation Drills.....	20
Communication and Training/Orientation.....	20
Curriculum, Programs and Activities.....	22
Adult Education	22
Arts Education	22
Dual Credit	22
Field Trips.....	23
Food/Culinary Programs.....	23
Food Services.....	24
Fundraisers	24
Textile Programs.....	24

Kindergarten Program and Entry	25
Music Programs	25
Shared Office Space for Staff	25
Physical and Health Education/Outdoor Programs	25
Playgrounds	26
School Libraries/Learning Commons	26
School Sports	26
STEM Programs.....	26
Science Labs.....	26
Technology Education (Shop Classes and Trades in Training Programs)	27
Theater, Films, and Dance Programs	27
Work Experience.....	27
Extracurricular Activities.....	28
Appendix 1 Safe Work Procedure for Body Fluids	29
Appendix 2 Procedure for donning and doffing a mask	30
Appendix 3 PPE for OFAAs	31
Appendix 4 PPE Glove Removal.....	32
Appendix 5 Required contents for Level 1 and Level 2 First Aid Kits	33

Introduction

This March 2022 update incorporates updated [Public Health Communicable Disease Guidance for K-12 Schools](#) from the BC Centre for Disease Control and aligns with the shift in the provincial COVID-19 response to a sustainable, long-term COVID-19 management strategy focused on immunization, self-management, and specific actions to protect those most at risk of severe infection.

This document is updated as often as necessary to coincide with any new recommendations, guidelines and orders issued by Public Health, the Ministry and WorkSafeBC. If there are any differences between the BCCDC and MOE Guidelines for K-12 Settings and this document, please use this document. However, any new Public Health Orders supersede this document.

Summary of Key Changes

Space Arrangement	Schools can return to classroom and learning environment configurations and activities that best meet learner needs and preferred educational approaches, though should still consider strategies to create space between people.
School Gatherings and Events	Schools should make every effort to avoid venue/locations that place requirements that could prevent a person from being able to participate.
Visitor Access/Community Use	Schools can return to routine sign in/sign out practices. Schools do not need to keep a list of the date, names and contact information of visitors for communicable disease prevention purposes.
Personal Protective Equipment	Wearing a mask is an effective measure in reducing inhalation transmission risk. However; the decision to wear a mask or face covering is a personal choice. A person's choice is to be supported and respected.
Field Trips	Schools should make every effort to avoid venue/locations that place additional requirements that could prevent a person from being able to participate. If the trip cannot occur otherwise, schools can require participants to confirm they are able to meet additional requirements (e.g., are able to provide proof of vaccination).

Everyone in schools continues to be encouraged to do a daily health check, stay home when sick, and to practice hand hygiene and respiratory etiquette.

Objectives

These guidelines are intended to support K-12 education employees, students, parents, caregivers, administrators, and school community members to:

- Be informed about the public health measures that are implemented in Surrey Schools and how they support a safe school environment.
- Understand their roles and responsibilities in carrying out these measures, maintaining, and promoting safe and healthy schools.

Key Principles

- All schools are to adhere to the standards, guidelines, and protocols from the BCCDC, MOE and [WorkSafeBC](#).
- The health and safety guidelines outlined in this document have been developed to complement the [BCCDC](#), [MOE](#) and [WorkSafeBC guidance](#).
- Surrey Schools has developed many additional procedures in support of this document that can be found on the [Surrey Schools internal Employee Health & Safety web page](#).
- Surrey Schools' protocols may differ from provincial guidelines based on advice provided from time to time by the Fraser Health Authority Medical Health Officer (MHO).
- Schools should implement psychological safety measures and trauma-informed practice alongside physical health and safety measures.
- Effective and ongoing communication with school leaders, Health and Safety Committees, community partners, parents, caregivers, students, unions, and employees are an essential aspect of successfully implementing these guidelines.

Communicable Disease Control (CDC) Plan Reviews

School and district administrators must regularly review the CDC plan with their Site Based Health and Safety Committees to address areas where there are identified gaps in implementation. We have developed a CDC plan implementation checklist that can support these plan reviews. Key elements of the amended CDC plan for 2021/22 include:

1. Supportive School Environments to facilitate staff and students to:
 - a. Consider and respect others personal space
 - b. Regularly practice hand hygiene and respiratory etiquette
 - c. Support and respect personal choice about wearing a mask or face covering.
2. Encouraging vaccination by sharing evidence-based information and promote and by facilitating opportunities to be vaccinated in partnership with public health.
3. Conducting daily health checks, staying home when sick, and implementing procedures for students and staff who become sick while at school/work.
4. Consider strategies to help create space between people and to support students and staff using a trauma-informed approach.
5. Continued environmental hygiene in schools and buses including cleaning, disinfection, and ventilation.

Infection Prevention and Exposure Control Measures

Infection prevention and exposure control measures help create safe environments by reducing the spread of communicable diseases like COVID-19. These are more effective in “controlled” environments where multiple measures of various effectiveness can be routinely and consistently implemented.

Schools are considered a “controlled” environment by public health. This is because:

- Schools include a consistent grouping of people.
- Schools have robust illness policies for students and staff.
- Schools can implement effective personal practices that can be consistently reinforced and are followed by most people in the setting (e.g., diligent hand hygiene, respiratory etiquette, etc.).

Vaccination protects from serious illness due to COVID-19 and is the most effective way to reduce the impact of COVID-19 on our communities. BCCDC strongly recommends adults interacting with children to be fully vaccinated.

Surrey Schools works with Fraser Health to share evidence-based information about vaccination. Vaccines are the most effective way to reduce the risk of COVID-19 in schools.

By implementing this combination of measures, the risk of contracting a communicable disease is substantially reduced.

Supportive School Environments

Schools can support students to practice preventive measures by:

- Having staff model these behaviours.
- Sharing reliable information, including from the BCCDC and the Office of the Provincial Health Officer, to parents, families, and caregivers - including encouraging vaccination.

Staff should utilize positive and inclusive approaches to engage students in personal prevention practices aligned with existing professional practices to address behaviour*. Approaches should not exclude students from participating in school or potentially result in stigma.

Staff should also utilize a trauma-informed lens when planning school activities (e.g. gatherings and events) and interacting with other staff and students, including considerations around respecting others personal space.

Wearing a mask is an effective measure in reducing inhalation transmission risk. Students and staff may choose to wear masks, face shields or other personal protective equipment in schools, and those choices must be respected.

School administrators are encouraged to review the information in this section with their school community, to increase awareness and support from staff, students and families.

* This includes where a student, staff, or other adult (including visitors) cannot comply with a specific safety measure due to health or behavioural reasons. In these circumstances, schools/districts should work with these individuals (and their parents/caregivers, if applicable to a student) to explore other environmental and administrative measures to ensure their safety and the safety of others

Space Arrangement

Schools can return to classroom and learning environment configurations and activities that best meet learner needs and preferred educational approaches, though should still consider implementing strategies to help create space between people and to support students and staff using a trauma-informed approach:

- Remind students and staff about respecting others personal space. Use visual supports, signage, prompts, etc. as necessary.
- Use available space to spread people out, both in learning environments and for gatherings and events, where possible.
- Take students outside more often, where and when possible.
- Manage flow of people in common areas, including hallways and around lockers, to minimize crowding and allow for ease of people passing through.
- Use floor markings and posters to address traffic flow throughout the school. This may include one-way hallways and designated entrance and exit doors. It is important not to reduce the number of exits and ensure the fire code is adhered to.

Staff Only Spaces

Experience to date underscores the importance of COVID-19 prevention among adults, as well as students, in the school setting. The guidelines in this document should be used to determine what measures should be in place within staff-only spaces within a school (e.g. break rooms, school office).

WorkSafeBC guidance for workplaces should be used to determine what measures should be in place for non-school spaces operated by a school district or independent school authority (e.g. board/authority offices, maintenance facilities, etc.).

In addition, K-12 schools and other worksites should implement the following strategies:

- Utilize floor markings and signage to direct traffic flow and prevent crowding (e.g. in the break room, by the photocopier, etc.).
- For gatherings (e.g. meetings, pro-d, etc.), respect room occupancy limits, use available space to spread people out, and consider virtual options. Gatherings must also occur in line with those permitted as per relevant local, regional, provincial and federal public health recommendations and orders and any related WorkSafe BC guidance.

Masks

The decision to wear a mask or face covering is a personal choice for staff, students and visitors. Individual choice must be supported and respected. Refer to *Supportive School Environments* for more information.

The District will continue to have non-medical masks on hand for those who have forgotten theirs but would like to wear one, or who become ill at school.

Physical Barriers

Physical barriers are no longer recommended for communicable disease prevention; however, The Provincial Health Officer recommends maintaining barriers already erected in the workplace so long as they do not negatively impact business operations.

Supporting Students With Disabilities/Diverse Abilities and/or Receiving Health Services

The District has implemented health and safety measures that promote inclusion of students with disabilities/diverse abilities. Most students with disabilities/diverse abilities or medical complexity are not considered at greater risk of experiencing severe illness from COVID-19.

For guidelines specific to children with immune suppression (e.g. students who have had a recent organ transplant, who are receiving chemotherapy, those with an illness impacting their immune system), please refer to [Students with Immune Suppression](#) in the Employee/Student Attendance section.

Examples of students who require additional support:

- some children and youth in care
- students not yet meeting literacy expectations
- students at risk of not graduating
- students requiring mental health or substance use supports
- students with serious medical conditions
- students who may be at risk due to the situation in their home environment
- a student with a disability who has been destabilizing due to changes in their routine.

Guidelines for Staff and/or Those Working With Students With Disabilities/Diverse Abilities, Complex Behaviours, Medical Complexities, or Receiving Delegated Care Where Physical Contact May Be Required

Those providing health or education services that require being in close proximity to a student should follow their standard risk assessment methods to determine what PPE is needed for general communicable disease prevention in accordance with routine practices. Additional personal protective equipment is not required beyond that used in their regular course of work (e.g., gloves for toileting).

Those providing health services in schools may be receiving different guidance related to PPE from their regulatory college or employer. Health service providers are encouraged to work with their employer to confirm what PPE is recommended for the services they provide in school settings.

Parents and caregivers of children who are considered at higher risk of severe illness due to COVID-19 are encouraged to consult with their health care provider to determine their child's level of risk. Students are not required to wear a mask or face covering when receiving services, though may continue to based on their or their parent/caregiver's personal choice.

Schools should continue to have non-medical masks on hand for those who have forgotten theirs but would like to wear one.

School Gatherings and Events

There are no specific capacity limits for gatherings and events. Please review requirements for [Visitor Access/Community Use](#).

Organizers should apply a trauma-informed lens to their planning, including consideration of:

- respecting student and staff comfort levels regarding personal space;
- using space available to spread people out as much as possible, respecting room occupancy limits, and ensuring enough space is available to prevent involuntarily physical contact between attendees (i.e. overcrowding); and
- gradual transitions to larger gatherings (e.g. school-wide assemblies)

Examinations or assessments are not considered school gatherings, however they must still be delivered in accordance with the health and safety guidelines outlined in this document.

Personal Items

Staff and students can bring personal items to school, but they should be encouraged to not share items that come in contact with the mouth (e.g. food, drinks, unwashed utensils, cigarettes, vaping devices, wind instruments).

Staff and students should wash their hands before and after handling any shared items. Consider labelling personal items with student's name to discourage accidental sharing.

Food and beverages:

- Food and beverages should not be shared between students or staff.
- Schools should not allow homemade food items to be made available to students or staff at this time (e.g., birthday treats, bake sale items).
- Commercially produced prepackaged food is permitted so long as there is a distribution plan that limits crowding during pickup or drop off.

Please note that different guidelines apply to food that is prepared in schools (e.g., as part of a culinary program) or for school food services (e.g., cafeteria), which are outlined in the [Curriculum, Programs and Activities](#) section.

Transportation

Student Transportation on Buses

- Bus drivers, teachers and students in Kindergarten to Grade 12 may choose to wear masks or face coverings when they are on the bus.
- Bus Drivers must assess themselves daily for symptoms before reporting to work by completing a [Daily Health Check](#). If a bus driver has any symptoms, they should consult 811, the [COVID-19 Self-Assessment Tool](#) or a physician and follow their recommendations.

- 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 (They are required to complete a [Daily Health Check](#)). **If a child is sick, they must not take the bus or go to school.**
- Students should clean their hands before and after taking the bus.
- Spread passengers out if empty seats are available.
- Bus windows are opened when the weather allows
- Where possible, bus line up areas should be set up to prevent crowding.

Carpooling

Information should be provided to parents to:

- Spread out occupants as much as possible
- Hand hygiene before and after
- Clean high touch surfaces regularly
- Open windows and/or set ventilation to bring in fresh outside air, not recirculate

Transit

For students, staff and visitors taking mass transit (e.g. municipal buses, SkyTrain, ferries, etc.), handhygiene should be practiced before and after trips. Riders should follow any other safety guidance (including mask guidance) issued by the relevant transit authority.

Cleaning and Disinfecting

Regular cleaning and disinfection are important to prevent the transmission of COVID-19 and other diseases from contaminated objects and surfaces.

Cleaning: the physical removal of visible soiling (e.g., dust, soil, blood, mucus). Cleaning removes, rather than kills, viruses, and bacteria. It is done with water, detergents, and steady friction from a cleaning cloth. All visibly soiled surfaces should be cleaned before being disinfected.

Disinfection: the killing of viruses and bacteria. A disinfectant is only applied to objects, never on the human body.

Frequently touched surfaces: These are surfaces that are touched many times by larger numbers of people. These include washrooms, change rooms, medical rooms, classroom sinks and water fountains.

Cleaning and Disinfecting Frequency

The table below outlines the District's cleaning and disinfecting tasks and their frequency. The requirements for daily cleaning and disinfecting outlined below do not apply to spaces/equipment that are not being used by students, staff, or visitors. **Note:** In the event a staff or student has developed COVID symptoms at school, the immediate area and surfaces affected by the ill person need to be cleaned and disinfected (e.g., their desk in a classroom, the bathroom stall they used, etc.) prior to the surfaces/equipment being used by others. Terminal cleaning is not required in these circumstances.

Operational cleaning plan

Cleaning and disinfection practices will be as follows on the evening shift in elementary schools.

Cleaning of Section			
Circuit 1	Circuit 2	Circuit 3	Circuit 4
<ol style="list-style-type: none">1. Collect garbage in all washrooms, classrooms and other areas of section. Garbage, Recycling & Organics is collected at centralized area in hallways. Empty classroom pencil sharpeners.2. Wipe down white board ledge/chalk board ledge.3. Secure windows & shutters/doors.4. Dispose of waste to exterior bins and lock bins.	<ol style="list-style-type: none">1. Sweep/vacuum all areas in section including and walk-off mats.	<ol style="list-style-type: none">1. Clean and disinfect all washrooms, change rooms and medical rooms. Replenish dispenser supplies.2. Clean and disinfect all classroom sinks. Replenish supplies.3. Clean and disinfect all water fountains.4. Kindergarten desks cleaned daily.5. Spot cleaning of desks daily.	<ol style="list-style-type: none">1. Daily-Spot Wash all resilient flooring. Weekly-Full Wash resilient floors.2. Spot clean glass in open areas/doors.3. Replace any expired bulbs or any other minor maintenance issues.4. Perform security check.5. Refill custodial cart supplies and clean equipment.6. Secure Building.

Secondary locations will have a day caretaker and their original staff on evenings.

The recommended cleaning and disinfecting frequency for K-12 schools and other community setting outlined above was determined by infection prevention and control experts at the BC Ministry of Health, BC Centre for Disease Control, and the Provincial Health Services Authority.

Frequently Touched Surfaces

Frequently touched items including those that are not easily cleaned may be used; however, ensure students wash hand before and after handling these items.

There is no evidence that the COVID-19 virus is transmitted via textbooks, paper, or other paper-based products. Laminated or glossy paper-based products (e.g., children's books or magazines) and items with plastic covers (e.g., DVDs) can be contaminated if handled by a person with COVID-19; however, the risk is low. There is no need for these items to be cleaned and disinfected or quarantined for any period of time.

Cleaning and Disinfecting Bodily Fluids

Follow these safety procedures, in conjunction with school/district policies, when cleaning and disinfecting bodily fluids (e.g., runny nose, vomit, stool, urine):

- Wear disposable gloves when cleaning blood or body fluids.
- Wash hands before wearing and after removing gloves.
- Follow regular health and safety procedure and regularly used PPE (e.g., gloves, Kevlar sleeves) for blood and bodily fluids (e.g., toileting, spitting, biting). See [Appendix 1](#) for the Safe Work Procedure

Products and Procedures

The District uses several different products for cleaning and disinfecting. The Clorox360 electrostatic sprayer and the PCS Disinfectant Cleaner can only be used by trained caretaking staff, as they require a level of Personal Protective Equipment (PPE) to be worn by the applicator of the product. Spore Defense, Isopropyl Alcohol and Sterisol can be used by staff and students without any PPE, but those using these products must follow the Safe Work Procedures that accompany the product.

Products only to be used by Caretakers:

Clorox360 Electrostatic Sprayer

The Clorox 360 Electrostatic Sprayer **does not contain bleach**. The machine “fogs” the room with a fine disinfectant mist that attracts to all bare surfaces, even the undersides of desks. It allows us to disinfect a room very quickly and thoroughly, leaving no residue (if there is residue, please inform the Assistant Manager of Service Operations to resolve the issue).

PCS Disinfectant Cleaner

In addition to the sprayer, the high touch areas will also be cleaned manually once per day in elementary schools. This may include doorknobs, desks that are in use, water fountains, railings, sink taps, toilet handles. They will be cleaned with PCS Disinfectant Cleaner. This is the disinfectant used throughout the district prior to the pandemic. The product does contain bleach at 500 parts per million. At this low concentration it can still affect the virus, but not cause ill health in staff or students. Staff may notice the bleach odour after application and may wish to allow the odour to dissipate for a few additional minutes prior to re-entering the area.

Products that can be used by staff and students to disinfect shared equipment:

Isopropyl Alcohol

Isopropyl Alcohol can be used as a disinfectant on the following items:

- Technology (iPads, laptops, photocopiers, computer keyboards, etc.)
- Weight room equipment
- Technology Education Shop Equipment

All staff and students are to review the Safe Work Procedure prior to use.

Spore Defense

Spore Defense can be used as a disinfectant on the following items:

- Shared kitchen appliances in staff rooms
- Shared PE equipment

All staff and students are to review the Safe Work Procedure prior to use.

Sterisol

Sterisol is to be used on musical instruments as described in the Music and Band H&S Protocol. Schools can order Sterisol through the music catalogue in purchasing.

Always wash hands before and after handling shared objects.

Items and surfaces that children have placed in their mouths or that have been in contact with bodily fluids should be cleaned as soon as possible and between uses by different children.

Dishwasher-safe items can be cleaned and disinfected in a dishwasher with a hot rinse cycle. NOTE: Placing and removing items in the dishwasher will be a school staff responsibility. District Caretaking staff will not be responsible.

Laundry

Follow these procedures when doing laundry (Home Economics, Physical and Health Education, Life Skills Programs, etc.):

- Laundry should be placed in a laundry basket with a plastic liner.
- Do not shake dirty items
- Wearing gloves is optional. If choosing to wear gloves, ensure hand hygiene is performed before and after use. No other PPE is required.
- Clean hands with soap and water immediately after removing gloves.
- Wash with regular laundry soap and hot water (60-90°C).

Visitor Access/Community Use

Schools are responsible for ensuring that visitors are aware of communicable disease protocols and requirements and have completed a daily health check prior to entering the school.

Information on communicable disease protocols and requirements for visitors should be posted by the entrance to the school, on the school's website and included in communications to students and families.

Schools can return to routine sign in/sign out practices for visitors and staff not typically onsite. Schools do not need to keep a list of the date, names and contact information of visitors for communicable disease prevention purposes.

Schools can return to routine pick up/drop off practices, though should still consider strategies to prevent crowding at pick-up and drop-off time. Parents/caregivers and other visitors should respect others' personal space while on school grounds, including outside.

After hours community use of facilities is allowed in alignment with other health and safety measures:

- Use must occur in line with those activities permitted as per relevant local, regional, provincial and federal public health recommendations and Orders
- Diligent hand hygiene
- Respiratory etiquette
- Ensuring participants stay home if they are feeling ill
- Where possible, limiting building access to only those areas required for the purpose of the activity

Community Use and Rental of Facilities

User groups are responsible for:

- following all the appropriate guidelines and or Health Orders for the type of activity they will be doing.
- ensuring that all participants perform a daily health check prior to arrival and wash/sanitize hands on the way in and out of the activity.

Any questions from or concerns about user groups should be directed to facility rentals.

Checking Vaccination Status

There are no requirements to check vaccination status

Employee/Student Attendance

The District has established in conjunction with Fraser Health policies and procedures for reporting elevated staff and student absenteeism due to influenza-like illness. As per established practice, schools should notify Health & Safety by emailing HRES-Safety@surreyschools.ca if staff and/or student absenteeism exceeds 10 percent of the baseline absenteeism rates. This reporting is helpful in early identification of clusters and outbreaks. The District's Employee Health & Safety Associate Director or designate will be the main contact with Fraser Health and will report any known reported positive cases of COVID-19 in addition to other reportable illnesses/disease.

To maximize student attendance, repeated and consistent messaging/communication is crucial to allay parent and caregiver fears and to convey that schools are a safe place to be, based on the rigorous health and safety measures in place. For more information, see section on [Communications Materials](#).

Additional guidance regarding students from First Nations communities, and students and parent/caregivers with immune compromise or medical complexity is available in the [K-12 Education Recovery Plan](#).

Students with Immune Suppression

According to the BC Centre for Disease Control (BCCDC), most children with immune compromise can follow the same precautions for COVID-19 as the general population and can safely attend in-class instruction.

In-class instruction may not be suitable for some children with severe immune compromise or medical complexity (such as a recent organ transplant, or receiving chemotherapy), which should be determined on a case-by-case basis in consultation with a medical health care provider.

If in-class instruction is not right for the child, parents/caregivers who do not wish to register the child in an online/distributed learning program or home-schooling must obtain a doctor's note indicating the need for alternative learning arrangements due to the child's health-related risks (e.g., Homebound program).

Surrey Schools will work with these families to ensure access to learning and supports. Parents/caregivers with severe immune compromise are encouraged to contact their school or school district administrator to discuss available options for their child (including ensuring appropriate preventative measures are in place for in-class instruction, online/distributed learning, or home-schooling).

Illness & Self-Assessment Policies and Protocols

Daily Health Checks

A daily health check is a tool to reduce the likelihood of a person with COVID-19 coming to school when they are infectious. Parents and caregivers should assess their children daily for illness before sending them to school.

- Parents/caregivers and students can utilize the [Daily Health Check & What to Do When Sick](#) resource for daily assessment of symptoms.
- Staff and other adults should complete a daily health check prior to entering the school.
- If a student, staff or other adult is sick, they must not enter the school.
- An entry check poster should be posted on the front door of every school and non-school site.

Protocol for Illness on Site

If any staff or visitor develops symptoms while on site, they should leave the building immediately and thereafter inform the school. If arrangements need to be made to have them picked up, they are to be isolated in a designated room or an area that is separated from others until they can be picked up. Schools are to have non-medical masks available (for those experiencing respiratory symptoms) who would like to wear one.

Younger children must be supervised when separated. Supervising staff may choose to wear a mask and should avoid touching bodily fluids as much as possible, and practice diligent hand hygiene. First Aid Attendants should review the [WorkSafeBC protocols](#).

Clean and disinfect the areas the student/staff used. Staff responsible for facility cleaning should clean and disinfect the surfaces/equipment which the person's bodily fluids may have been in contact with while they were ill (e.g., their desk in a classroom, the bathroom stall they used, First Aid room, etc.) prior to the surfaces/equipment being used by others. A terminal clean is not required in this circumstance who has been in the room sick.

Schools and districts are not to require a health-care provider note (i.e., a doctor's note) to confirm the health status of any individual, beyond those required to support medical accommodation as per usual practices.

Refer to the [COVID-19 Protocols for School and District Administrators](#) document for more information on managing illness and confirmed cases at school.

Staying Home, Self-Monitoring, Isolation and Symptoms

Stay Home

Students, staff or other adults should stay at home when sick, as this is one of the most important ways to reduce the introduction to and the spread of COVID-19 and other illnesses in schools, especially during cold and flu season. The following resources provide guidance regarding specific symptoms of illness:

- [When to get a COVID-19 test](#)
- Daily Health Check & What To Do When Sick [Tool](#)
- Staff, students and parents/caregivers can also use the BCCDC online [Self-Assessment Tool](#), call 8- 1-1 or their health care provider.

Note: Students and staff who experience symptoms consistent with a previously diagnosed health condition (e.g., seasonal allergies) can continue to attend school if they are experiencing symptoms consistent with that condition.

If you have mild symptoms of COVID-19, you usually don't need a test. You may use [BCCDC Self-Assessment Tool](#),

or connect with 8-1-1 or your health care provider to find out if a COVID-19 test is recommended

- **Stay home and away from others (as much as possible) until you feel well enough to return to your regular activities and you no longer have a fever.**
- Avoid non-essential visits to higher risk settings such as long term care facilities and gatherings, for another 5 days after ending isolation.
- If you have a Rapid Antigen Test at home, use it when you have symptoms. How long you should stay home depends on your test result. Find out more about [Rapid Antigen Test results](#). If you do not have symptoms of COVID-19, you do not need a test.

If Someone in Your Household is Sick

You can continue to attend school if someone in your household is sick and/or self-isolating as long as you do not have any symptoms of illness and feel well. This includes if they have tested positive for COVID-19.

Try to stay apart from the person in your household who is sick as much as possible. Ensure you closely monitor yourself (or your child) for symptoms of illness and stay home if you develop symptoms of illness or feel unwell.

If You Test Positive for COVID-19

You must self isolate. Your age and vaccination status determine how long you must self-isolate for. Follow the guidance at [daily-health-check---jan-2022.pdf \(gov.bc.ca\)](#)

Mental Health, Trauma-Informed Practice and Socio-Emotional Lens

Trauma-informed practice is an informed way of approaching your practice through a compassionate lens of understanding that is helpful to all children, youth, and adults, especially those who have experienced traumatic events.

Trauma-informed practice includes:

- Providing inclusive and compassionate learning environments.
- Understanding coping strategies.
- Supporting independence.
- Helping to minimize additional stress or trauma by addressing individual student needs.

Use of regular needs-based 'check-ins' can assist in gathering important information to inform the level of trauma response and recovery necessary to support the school community. To support educators to develop compassionate learning communities through trauma-informed practice, the Ministry has created trauma-informed practice resources that are available on the erase website.

To support schools in delivering educational programs and supports in line with provincial pandemic recovery efforts, mental health and well-being and trauma informed practice, the Ministry of Education has developed the [K-12 Education Recovery Plan](#) and the [Mental Health In Schools Strategy](#), an approach that embeds positive mental health in all aspects of the education system, including culture, leadership, curriculum and learning environments.

The Ministry of Education has also developed a webinar series to support educators as they navigate through times of uncertainty and change. The first webinar, [Building Compassionate Communities in a New Normal](#), provides educators with information, ideas, and strategies that they can use to create compassionate spaces for students, especially during times when the classroom environment is ever-changing.

The [Collaborative for Academic, Social, and Emotional Learning](#) (CASEL) offers a wide range of social emotional learning resources, including [Reunite, Renew, Thrive: A Social Emotional Learning Roadmap for Reopening Schools](#), which outlines a roadmap of action steps to implement SEL practices throughout the school year, for both educators and administrators.

The North American Centre for Threat Assessment and Trauma Response has released a resource to assist the education sector in supporting the transition back to school called [Guidelines for Re-Entry into the School Setting During the Pandemic](#): Managing the Social-Emotional and Traumatic Impact.

School district and school staff should practice awareness and sensitivity regarding the complex and devastating history that pandemics have had on many Indigenous communities.

School District Staff who may require additional resources to assist in their own or family's mental health are supported by the district's Employee and Family Assistance Plan. Staff may participate in the EFAP plan by contacting our provider, Lifeworks, at 1-888-625-1136 or by internet at sd36.lifeworks.com . School District videos on managing stress and anxiety for elementary and secondary students will be available soon.

Hand Hygiene

Rigorous handwashing with plain soap and water is the most effective way to reduce the spread of illness (antibacterial soap is not needed for COVID-19). Follow these guidelines to ensure effective hand hygiene in schools:

- Practice diligent hand hygiene by washing hands with plain soap and water for at least 20 seconds (temperature does not change the effectiveness of washing hands with plain soap and water).
- Facilitate regular opportunities for staff and students to practice hand hygiene:
- Use alcohol-based hand sanitizer containing at least 60% alcohol where sinks are not available and when hands are not visibly soiled.
 - Surrey Schools has procured hand sanitizer that meets Health Canada requirements.
 - Ensure that rooms without sinks have hand sanitizer available. This includes portables, gyms, music rooms, etc.
- Handwashing should be encouraged upon school entry and before/after breaks and eating, using the washroom, and using shared equipment, including gym/playground equipment, staff room kitchen appliances, music instruments, etc.
- Promote the importance of diligent hand hygiene to staff and students regularly. For example, display Surrey Schools' [handwashing poster](#) at handwashingsites.
- Remind staff and students to avoid touching their eyes, nose, or mouth with unwashed hands.
- Ensure hand-washing supplies are always well stocked including soap, paper towels and where appropriate, alcohol-based hand rub with a minimum of 60% alcohol.
 - Let your caretaker know if hand soap and paper towel are running low
 - To order additional hand sanitizer, place a School Dude worker order through Transport.
- Staff should assist younger students with hand hygiene as needed.
- Students may bring their own sanitizer or plain soap if they are on the list authorized by Health Canada or have a medical condition that requires specialized soaps. (See the [List of Hand Sanitizers Authorized by Health Canada](#) for products that have met Health Canada's requirements and are authorized for sale in Canada.) Such products must be unscented.

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

Respiratory Etiquette

Students and staff should:

- Cough and sneeze into their elbow, sleeve, or a tissue.
- Throw away used tissues and immediately perform hand hygiene.

Personal Protective Equipment (PPE)

The decision to wear a mask or face covering is a personal choice for staff, students and visitors. A person's choice should be supported and respected. Refer to [Supportive School Environments](#) for more information.

Schools should continue to have non-medical masks on hand for those who have forgotten theirs but would like to wear one, or who become ill at school.

Gloves are appropriate when engaged in student care plan activities (toileting, tube feeding, etc.) and first aid provision. Please see [Appendix 4](#) for the correct procedure to remove gloves

First Aid Attendants

All First Aid Attendants must wear the appropriate Personal Protective Equipment (PPE) (not optional) when performing first aid duties to protect themselves from blood, body fluids and other contaminants. This has not changed in light of COVID-19. Please see [Appendix 3](#) regarding PPE for First Aid Attendants. PPE includes gloves, pocket masks etc.

The updated WorkSafeBC Guidelines for first aid kits now include the addition of surgical masks and face shields.

These additions were based on the recommended PPE due to COVID-19 exposure for occupational first aid attendants. The updated contents list for Level 1 and 2 kits can be found in [Appendix 5](#)

Replenish these supplies in your first aid kits as needed by contacting your Principal/Manager to reorder (from school funds). All first aid supplies are ordered through the online Purchasing Department Catalogue.

In the context of COVID-19, WorkSafeBC has provided new [guidance protocols for First Aid Attendants](#) as to the precautions you must take while treating persons in need of medical attention. As designated First Aid Attendants, you are required to provide first aid treatment to all injured employees, students, visitors and/or any other person in need of medical attention.

This [WorkSafeBC guide](#) emphasizes the need for physical distancing and hand hygiene when performing first aid duties.

The protocols include gathering of the following information prior to rendering treatment, if possible:

- Does the patient have any obvious signs of COVID-19? If so, send the patient home or to a hospital.
- Ask the patient if anyone in their household is sick or in self-isolation.
- Ask the patient if they have been in contact with anyone who has been sick?

Next is an assessment of the situation.

- a. If the patient has a minor injury, the First Aid Attendant is to provide direction and supplies, so the patient is able to self-treat.
- b. If the patient cannot self-treat, then First Aid Attendants must wear appropriate PPE to render first aid (i.e., gloves, face shield, masks).

Note: First aid attendants should perform compression-only CPR during the COVID-19 pandemic. This advice is current as of March 12, 2022.

After treatment, sanitize all equipment. Remove and clean any PPE that is not disposable. Please also ensure you have a clean change of clothes to change into after rendering treatment if physical distancing was not maintained. Wash your hands.

The following additional attachments are available in the Appendices as a reminder of required standard first aid protocols:

- How to Wash Your Hands
- WorkSafeBC Glove Removal Procedure
- WorkSafeBC How to Use a Mask

As a reminder, First Aid Attendants performing first aid duties within the scope of their training are protected against liability in two ways:

- 1) Good Samaritan Act
- 2) Collective Agreements
 - a. For CUPE, see Article 8.110
 - b. For STA, see article B.27.1

For questions, please contact the H&S Coordinator for First Aid Attendants directly at hres-safety@surreyschools.ca

General Ventilation and Air Circulation

Currently, there is no evidence that a building's ventilation system, in good operating condition, is contributing to the spread of the virus.

The District ensures that heating, ventilation, and air conditioning (HVAC) systems are designed, operated, and

maintained as per standards and specifications for ongoing comfort for workers ([Part 4 of the OHS Regulation](#)). Control measures in place include:

- Ventilation systems are monitored at DFC
- Filters are changed on a schedule
- MERV13 filters have been installed where it can be accommodated (MERV13 filters do not work in all our systems and could be detrimental to air quality if installed where they cannot be accommodated).
- Schools with fresh air intake systems optimize their average air exchanges as detailed on the [ASHRAE website](#) and the [Rocky Point Engineering Ltd website](#)
- Use of fans and air conditioners may be considered during high or excessive heat events. When using air conditioners and fans in ventilated spaces, air should be moved from high places to lower places instead of blowing air directly from one person's breathing zone to another's. Avoid horizontal cross breezes.
- Use of portable air conditioners and fans in unventilated spaces with doors and windows closed should be avoided except when necessary during high or excessive heat events. Communicable disease prevention measures need to be balanced against the risk of excessive heat events in warmer months. Schools are encouraged to use BCCDC resources, including on [Heat Event Response Planning](#) and [Wildfire Smoke](#), in planning for excessive heat events.

Emergency and Evacuation Drills

The District will continue to practice various emergency procedures, including six school fire evacuation drills required annually by BC Fire Code 2.8.3.2, lockdown drills, etc.

- Staff to be notified in advance of emergency/evacuation drills.
- The BC Fire Code requires schools to conduct “total evacuation fire drills” involving all occupants in the building. Partial building evacuations involving smaller groups of students would not comply with the fire drill requirements of BC Fire Code 2.8.3.2.
- Schools must continue to review their fire safety plans on a minimum annual basis, as per the BC Fire Code, to “ensure it takes account of the changes in use and other characteristics of the building” (such as pandemic-related protocols). Changes to school fire safety plans, including fire drill procedures, to be in cooperation with the local fire department.

Emergency procedures may require modification to adhere to communicable disease plans (e.g. designating additional muster locations to reduce crowding where required, making efforts to minimize involuntary physical contact between participants, etc.). Schools may also need to consult with their local medical health officer for guidance on current public health Orders, which may affect site specific emergency and evacuation procedures. In the event of an actual emergency, procedure modifications may be suspended to ensure for a timely, efficient and safe response.

Communication and Training/Orientation

The District will clearly and consistently communicate guidelines from the Provincial Health Officer (PHO) and resources available for information on COVID-19 as needed. Communication of infection prevention and exposure control measures is relayed in multiple formats for ease of understanding and on a regular basis (e.g., Superintendent’s Weekly Memos, Principals’ meetings, Sway presentations, newsletter articles,

translated content for families, etc.)

The District and schools will provide early and ongoing health and safety orientation, and including when there are updates to communicable disease plans, for staff (including newly hired staff and staff who change worksites), parents/caregivers, and students and other adults in the school (e.g., practicum students) to ensure all members of the school community are well informed of their responsibilities and resources available. Examples include online information, distribution of orientation and training materials that are clear, concise, and easily understood, interactive sessions with Q&A's, material in multiple languages to meet community needs, etc.

As per WorkSafeBC recommendations the District will train all employees on:

- The risk of exposure to COVID-19 and the signs and symptoms of the disease.
- Safe work procedures or instruction to be followed, including hand washing and cough/sneeze etiquette.
- How to report an exposure to or symptoms of COVID-19.
- Changes they have made to work policies, practices, and procedures due to the COVID- 19 pandemic and keep records of that training.
- Document COVID-19-related meetings and post minutes at a central location.
- Keep records of instruction and training provided to workers regarding COVID-19, as well as reports of exposure and first aid records.

This is to ensure that:

- Everyone entering the workplace, including workers from other employers, have received information about the workplace's measures, practices, and policies for managing communicable disease.
- All workers understand the measures in place at the workplace.
- Supervisors are knowledgeable about the measures, practices, and policies in place, and incorporate these into supervision practices at the workplace.
- Workers know how to raise health and safety concerns.

As per WorkSafeBC guidelines, the district has involved the District health and safety committee which includes members of the Surrey Teacher's Association, CUPE 728, the Surrey Principals and Vice Principals Association and the Exempt Employee Group in identifying protocols for our workplace. The District will ensure that all Site Based Health & Safety Committees meet regularly, including prior to any transitions between stages, and are included in school district/school planning efforts through discussions with the District Health & Safety Committee.

Through the District's Health & Safety Department and Communications Department, the District will disseminate evidence-based information, provided by the Provincial Health Officer and BC Centre for Disease Control, to build awareness that the risk of contracting COVID-19 from students is minimal and to help address inaccurate information that might be circulating in the school community.

Modified Surrey Schools Visitor Posters will be available soon.
Other posters are available here:

[BC Government Covid-19 Immunization poster](#)
[Fraser Health Immunization poster](#)

Schools can also refer to the [BCCDC](#), [BC's Back to School Plan](#), [WorkSafeBC](#) and Schools can also refer to the [BCCDC](#), [BC's Back to School Plan](#), [WorkSafeBC](#) and [Queen's Printer COVID-19 Signage Catalogue](#).

Curriculum, Programs and Activities

All curriculum, programs and activities should operate in alignment with provincial K-12 health and safety guidelines, including school-led activities held off campus (e.g., sports academies, community-based programs/courses). Students and staff are also required to follow the safety protocols required by the off-campus facility. When there is a conflict, the safety protocols required by the off-campus facility should be followed.

Practice hand hygiene before and after activities

Shared equipment should be cleaned and disinfected as per [Cleaning and Disinfecting guidelines](#) outlined in this document, and students should be encouraged to practice proper hand hygiene before and after participating in music classes and music equipment use.

Adult Education

Adult education programs operated by K-12 schools should follow the guidance outlined in this document, particularly the guidance provided for adults in a school environment. This includes respecting environmental and administrative measures.

Arts Education

- Practice diligent hand hygiene: wash hands with plain soap and water for at least 20 seconds. (Antibacterial soap is not needed for COVID-19). Students and staff should wash their hands:
 - at the beginning and at the end of the class.
 - before and after handling shared equipment; and
 - whenever hands are visibly dirty.
- Have personal spaces and equipment set up for students, as best as possible.

Dual Credit

Students may earn [“dual credit” towards graduation by enrolling in and successfully completing courses at specific post-secondary institutions.](#)

- For students taking dual credit courses taken in secondary schools, the health and safety guidelines outlined in this document apply.
- For students taking dual credit courses in post-secondary institutions, schools must ensure students are aware of and adhere to the health and safety guidelines set out by post-secondary institutions. Information on health and safety guidelines for post-secondary institutions can be found on the [BC Government website](#) and in individual institutions.

Field Trips

When planning field trips, the following additional control measures apply:

- For transportation, including school bus transportation, public transit, and carpooling, see guidance in the transportation section in this document.
- Schools must ensure that volunteers providing supervision are trained in and strictly adhere to required health and safety guidelines.
- Alignment with relevant local, regional, provincial, and federal public health recommendations and Orders, including for international travel.
- Schools should consider guidance provided for overnight camps from [BCCDC](#) and the [BC Camps Association](#) when planning overnight trips that include group accommodation.
- Schools should make every effort to avoid venue/locations that place additional requirements that could prevent a person from being able to participate, particularly students. If this is not possible (and the field trip/travel cannot occur otherwise), schools can require participants to confirm they are able to meet the additional requirements (e.g., are able to provide proof of vaccination).

Food/Culinary Programs

Schools can continue to include food preparation as part of learning programs for students. The following guidelines should be applied:

Food Safety

In the case of food and culinary programs, where food is prepared as part of learning and is consumed by the students who prepared it, the following health and safety measures should apply:

- Continue to follow normal food safety measures and requirements
- Implement the cleaning and disinfecting measures outlined in the [Cleaning and Disinfecting](#) section of this document
- Food preparation areas should be cleaned and disinfected prior to use.
- [FOODSAFE](#) Level 1 covers important food safety and worker safety information including foodborne illness, receiving, and storing food, preparing food, serving food, and cleaning and sanitizing. It is a helpful resource for those seeking education and training on food safety practices

Hand Hygiene and Cleaning Protocols

- Practice diligent hand hygiene by washing hands with plain soap and water for at least 20 seconds. (Antibacterial soap is not needed for COVID-19.) Students and staff should wash their hands:
 - at the beginning and at the end of the class
 - before and after handling food
 - before and after eating and drinking
 - whenever hands are visibly dirty
- Refer to the [Cleaning and Disinfecting](#) section for cleaning/disinfecting protocols.
- For laundry, follow the instructions provided in the [Cleaning and Disinfecting](#) section of these guidelines.

Food Services

Schools can continue to provide food services, including for sale. Some schools offer food services that are regulated under the [Food Premises Regulation](#). These are typically cafeterias, though may include some meal programs.

If food service is provided in schools that is regulated under the Food Premises Regulation, no additional measures beyond those articulated in this document and regular requirements as outlined in the regulation need to be implemented (e.g. a FOODSAFE trained staff member, a food safety plan, etc.). [Food Safety Legislation and the Guidelines for Food and Beverage Sales in B.C. Schools](#) continue to apply as relevant.

For food contact surfaces, schools should ensure any sanitizers or disinfectants used are approved for use in a food service application and are appropriate for use against COVID-19. These may be different than the products noted in this document for general cleaning and disinfection. Additional information is available on the [BCCDC website](#).

Schools can continue to accept food donations to support learning and the delivery of meal programs, breakfast clubs and other food access initiatives.

School meal programs should follow regular operating practices.

Schools and non-school sites should continue to emphasize that food and beverages should not be shared amongst staff and students.

Fundraisers

Schools can continue to offer fundraisers that can be implemented in line with the guidelines outlined in this document. If the fundraisers involve the sale of food items, they should also align with the [Guidelines for Food and Beverage Sales in B.C. Schools](#).

Textile Programs

- Practice diligent hand hygiene: wash hands with plain soap and water for at least 20 seconds. (Antibacterial soap is not needed for COVID-19). Students and staff should wash their hands:
 - at the beginning and at the end of the class.
 - before and after handling shared tools or equipment; and
 - whenever hands are visibly dirty.
- Have personal spaces and tools set up for students, as best as possible.
- Clean and disinfect shared equipment as per guidelines in the [Cleaning and Disinfecting](#) section.
- Safety demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.
- For laundry, follow the instructions provided in the [Cleaning and Disinfecting](#) section.

Kindergarten Program and Entry

- Include information about communicable disease prevention measures that will be in place as part of communications to students and their families prior to school start.
- Parents/caregivers must follow guidelines for visitors.
- Provide opportunities for kindergarten students to learn and practice respecting personal space, recognizing they are unlikely to be able to always do this.
- Gently remind students of the expectations throughout the day and encourage students to kindly support one another.
- Frequently touched items like toys or manipulatives that may not be able to be cleaned often (e.g., fabrics) or at all (e.g., sand, foam, playdough, etc.) can be used, if hand hygiene is practiced before and after use. Carpets and rugs for Kindergarten and Strong Start programs (e.g., for circle time activities) can also be used.

Music Programs

- Shared equipment should be cleaned and disinfected as per [cleaning and disinfecting](#) guidelines and students should be encouraged to practice proper hand hygiene before and after music equipment use.
- Equipment that touches the mouth (e.g., instrument mouth pieces) should not be shared unless cleaned and disinfected in between uses.
- The B.C. Music Educators' Association and the Coalition for Music Education in B.C. have also developed [Guidance for Music Classes in BC During COVID-19](#). In the case of any discrepancy in guidance, schools and school districts are expected to follow the Ministry of Education guidelines outlined in this document.

Shared Office Space for Staff

- The guidelines in this document should be used to determine what measures should be in place within staff-only spaces within a school (e.g. break rooms, school office).
- [WorkSafeBC guidance for workplaces](#) should be used to determine what measures should be in place for non-school spaces operated by a school district or independent school authority (e.g. board/authority offices, maintenance facilities, etc.).

Physical and Health Education/Outdoor Programs

- Spread out students and staff within available space, and encourage outdoor activities and programs, as much as possible.
- Shared equipment can be used, provided it is cleaned and disinfected as per the guidelines in the [Cleaning and Disinfecting](#) section of this document. Students should be encouraged to practice proper hand hygiene before and after using frequently touched pieces of equipment (e.g., before and after a sports game using a shared ball), as well as proper respiratory etiquette.
- Equipment that touches the mouth (e.g., water bottles) should not be shared unless cleaned and disinfected in between uses.

Playgrounds

There is no current evidence of COVID-19 transmission in playground environments. Playgrounds are a safe environment. The following measures should be taken when using playgrounds:

- Ensure appropriate hand hygiene practices before and after outdoor play.
- To help ensure the health and safety of our students and staff, public access to school playgrounds is limited to the hours outside of 8 am to 4 pm.

School Libraries/Learning Commons

The district has developed protocols for Libraries and Learning Commons. At this time, there is no evidence that the COVID-19 virus is transmitted via textbooks, paper, or other paper-based products. As such, there is no need to limit the distribution or sharing/return of books or paper-based educational resources to students because of COVID-19.

School Sports

- Intra- and inter-school programs, activities (e.g. intramurals, sports team practices, games), sports academies and events follow the guidance within this document and the following:
- Sport activities should be held outside whenever possible.
- See the [Visitor Access/Community Use](#) section for more information on protocols for spectators.

STEM Programs

- Practice diligent hand hygiene: wash hands with plain soap and water for at least 20 seconds. (Antibacterial soap is not needed for COVID-19). Students and staff should wash their hands:
 - before and after handling shared tools or equipment.
 - whenever hands are visibly dirty.
- Have personal spaces and tools set up for students, as best as possible
 - Hand hygiene should be practiced before and after using frequently touched pieces of equipment and whenever hands are visibly dirty
 - Clean and disinfect shared equipment as per guidelines in the [Cleaning and Disinfecting](#) section.
- Safety demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.

Science Labs

- Practice diligent hand hygiene: wash hands with plain soap and water for at least 20 seconds. (Antibacterial soap is not needed for COVID-19.) Students and staff should wash their hands:
 - before and after handling shared tools or equipment.
 - whenever hands are visibly dirty.
- Have personal spaces and tools set up for students, as best as possible
 - Hand hygiene should be practiced before and after using frequently touched pieces of equipment and whenever hands are visibly dirty
 - Clean and disinfect shared equipment as per guidelines in the [Cleaning and Disinfecting](#) section.
- Safety demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.

Technology Education (Shop Classes and Trades in Training Programs)

- Practice diligent hand hygiene: wash hands with plain soap and water for at least 20 seconds. (Antibacterial soap is not needed for COVID-19). Students and staff should wash their hands:
 - before and after handling shared tools or equipment.
 - Shared tools and equipment can be disinfected using isopropyl alcohol.
 - whenever hands are visibly dirty.
- Have personal spaces and tools set up for students, as best as possible
 - Hand hygiene should be practiced before and after using frequently touched pieces of equipment and whenever hands are visibly dirty
 - Clean and disinfect shared equipment as per guidelines in the [Cleaning and Disinfecting](#) section of these guidelines.
- Safety demonstrations and instruction: ensure appropriate space is available to allow for all students to view and understand demonstrations.
- Ongoing collaboration and communication with post-secondary institutions for Trades in Training or other pre-trades apprenticeship programs is crucial.
 - Ensure that staff and students in the K-12 school and the post-secondary institution are aware of health and safety measures in place.
 - Diligent student self-assessment of health when transitioning between the secondary school and post-secondary institution.
- Given the unique structure of Trades Training Programs and oversight by the Industry Training Authority (ITA), current information on assessments and programming for these courses is available online.

Theater, Films, and Dance Programs

- Spread out students and staff within available space, and encourage outdoor activities and programs, as much as possible.
- Capacity should follow that outlined within the School Gatherings and Events section of this document.
- Shared equipment such as set pieces, props, cameras etc. should be cleaned and disinfected as per cleaning and disinfecting guidelines in this document and students should be encouraged to practice proper hand hygiene before and after using frequently touched pieces of equipment.
- The Association of BC Drama Educators (ABCDE) is currently developing additional guidelines for teaching drama during COVID-19. Staff should refer to the ABCDE website for more information. In the case of any discrepancy in guidance, schools and school districts are expected to follow the Ministry of Education guidelines outlined in this document.

Work Experience


- Employers will need to follow current guidelines from the [Provincial Health Officer](#) and [WorkSafeBC](#). Students can still engage in work placements in accordance with the following guidance:
- Schools and school districts must ensure students are covered with the required, valid workplace insurance for placements at standard worksites and follow WorkSafeBC guidelines.

- Information for workers is available on the WorkSafeBC [Communicable Disease Prevention](#) webpage, including [COVID-19 and communicable disease information for workers](#).
- For current and any new placements, standards in the ministry [Work Experience Program Guide](#) must be followed. (Note: As part of setup and monitoring, worksite visits can now be conducted virtually if needed.)
- Schools and school districts will assess and determine if it is safe for their students to continue with existing work placements or to begin new placements, considering [Provincial Health Officer](#) and [WorkSafeBC](#) guidance regarding COVID-19. To ensure awareness and support for placements under these conditions, it is recommended that school districts and schools obtain parent/guardian sign-off for all new and continuing placements.
- Students and support workers who accompany special needs students to work sites, life skills course and locations, etc., will adhere to the communicable disease prevention plan of the workplace including wearing PPE if required.

Extracurricular Activities

Intra- and inter-school extracurricular activities and special interest clubs can occur in alignment with the guidelines in this document and requirements of relevant local, regional and provincial public health recommendations and Orders .

Appendix 1 Safe Work Procedure for Body Fluids

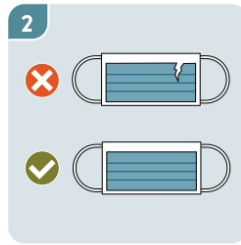
 <p>SCHOOL DISTRICT NO.36 (SURREY) PHYSICAL PLANT & TRANSPORTATION SERVICES Safe Work Procedure</p>	NUMBER: 4026									
	SECTION: Processes									
	AUTHOR: Service Operations									
	ISSUED: May 1, 1999									
	REVISED: December 8, 2010									
SUBJECT: Bodily Fluids (Feces, Urine, Blood, Vomit)										
PURPOSE: To ensure all trained personnel cleaning up bodily fluids, do so in a safe and correct manner to prevent any accidents, transference of disease and eliminate odors										
EQUIPMENT REQUIRED: Rubber gloves, Safety glasses, Scrub brush, Wet vac, Garbage bags, Cloths										
PROCEDURE: <ol style="list-style-type: none"> 1. Wear personal protective equipment. 2. Thoroughly wash and disinfect area. 3. Sprinkle absorbent powder as per directions on container. 4. Wait for powder to absorb 5. Sweep and/or scrape up material and put into garbage bag. 6. Dispose of feces in toilet as instructed by the South Fraser Valley Public Health Authority. 7. If flooring: wash with disinfectant solution and rinse with clear water. 8. If carpet: pour disinfectant solution over affected area, agitate with hand scrub brush, vacuum with wet vacuum (place hose cuff directly on carpet for better suction) , pour clean water rinse on area and wet vacuum again, 9. Clean and disinfect all equipment. 10. Dispose of all cleaning cloths and gloves. 										
SIGN OFF: <p><input type="checkbox"/> Supervisor (Foreman) provided employee with an overview of the safe work procedure:</p> <table border="0"> <tr> <td>_____ Employee's name (PRINT)</td> <td>_____ Employee's Signature</td> <td>_____ Date</td> </tr> </table> <p><input type="checkbox"/> Employee demonstrated and/or described safe work procedure:</p> <table border="0"> <tr> <td>_____ Supervisor (Foreman)'s Name (PRINT)</td> <td>_____ Supervisor (Foreman) 's Signature</td> <td>_____ Date</td> </tr> </table> <p><input type="checkbox"/> Employee demonstrated and/or described safe work procedure:</p> <table border="0"> <tr> <td>_____ Trainer's Name (PRINT)</td> <td>_____ Trainer's Signature</td> <td>_____ Date</td> </tr> </table>		_____ Employee's name (PRINT)	_____ Employee's Signature	_____ Date	_____ Supervisor (Foreman)'s Name (PRINT)	_____ Supervisor (Foreman) 's Signature	_____ Date	_____ Trainer's Name (PRINT)	_____ Trainer's Signature	_____ Date
_____ Employee's name (PRINT)	_____ Employee's Signature	_____ Date								
_____ Supervisor (Foreman)'s Name (PRINT)	_____ Supervisor (Foreman) 's Signature	_____ Date								
_____ Trainer's Name (PRINT)	_____ Trainer's Signature	_____ Date								

Appendix 2 Procedure for donning and doffing a mask

Help prevent the spread of COVID-19: How to use a mask



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.



Inspect the mask to ensure it's not damaged.



Turn the mask so the coloured side is facing outward.



Put the mask over your face and if there is a metallic strip, press it to fit the bridge of your nose



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



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.



Press the metallic strip again so it moulds to the shape of your nose, and wash your hands again.



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



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

Removing the mask



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



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



Dispose of the mask safely.



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

Note: Graphics adapted from BC Centre for Disease Control (BC Ministry of Health), "How to wear a face mask."



PPE for Occupational First Aid Attendants (OFAAs)

As an OFAA it is your responsibility to wear PPE to protect yourself against exposure to blood, body fluids, or other contaminants.

First aid kits must contain disposable medical examination gloves and an appropriate pocket mask.

How can you protect yourself?

Disposable medical examination gloves

- Wear when assessing, treating, and cleaning up after patients.
- Wear when removing other PPE.
- Follow proper glove removal and disposal procedure.
- Remove and replace as soon as practical if damaged.
- **Do not wash or decontaminate disposable gloves for re-use.**



Pocket mask

Pocket mask with one-way valve and oxygen inlet

- Use when ventilating patients.

Exposure Control Plan

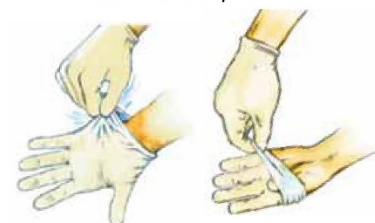
- Your employer must provide a written exposure control plan and education and training.
- In addition to gloves and pocket mask, the plan may include other PPE such as a gown, lab coat, coveralls, booties, face shield, and a respirator.
- It is your responsibility to know and follow the PPE requirements of the plan.

Your employer must offer you a hepatitis B vaccine.

Has this vaccine been offered to you?

Check with your employer for other vaccinations that you may be entitled to.

Glove removal procedure



1. Grasp outside of one glove.

2. Peel off this first glove.



3. Hold rolled glove in other hand.



4. Grasp inside of other glove.



5. Turn glove inside out.

6. Dispose of the gloves promptly.



7. Wash your hands.

For more information refer to your *Occupational First Aid Training Manual* and *Guide*.

Appendix 4 PPE Glove Removal



Glove removal procedure

To protect yourself from exposure to contamination, you must take your gloves off safely.

How to remove gloves safely



1. With both hands gloved, grasp the outside of one glove at the top of your wrist.



2. Peel off this first glove, peeling away from your body and from wrist to fingertips, turning the glove inside out.



3. Hold the glove you just removed in your gloved hand.



4. With your ungloved hand, peel off the second glove by inserting your fingers inside the glove at the top of your wrist.



5. Turn the second glove inside out while tilting it away from your body, leaving the first glove inside the second.



6. Dispose of the gloves following safe work procedures. Do not reuse the gloves.



7. Wash your hands thoroughly with soap and water as soon as possible after removing the gloves and before touching any objects or surfaces.

Appendix 5 Required contents for Level 1 and Level 2 First Aid Kits

Level 1 First Aid Kit

1	Blanket
24	14 cm x 19 cm wound cleansing towelettes, individually packaged
50	Sterile adhesive dressings, assorted sizes, individually packaged
10	10 cm x 10 cm sterile gauze dressings, individually packaged
4	10 cm x 16.5 cm sterile pressure dressings with crepe ties
2	7.5 cm x 4.5 m crepe roller bandages
2	7.5 cm conforming gauze bandages
1	2.5 cm x 4.5 m adhesive tape
2	Cotton triangular bandages, minimum length of base 1.25 m
2	Quick straps (a.k.a. fracture straps or zap straps)
1	Windlass style tourniquet
1	14 cm stainless steel bandage scissors or universal scissors
1	11.5 cm stainless steel sliver forceps
1	Pocket mask with a one-way valve and oxygen inlet
6	Pairs of medical gloves (preferably non-latex)
6	Medical masks (also known as procedure or surgical masks)
2	Face shields (or safety eyewear)
1	Waterproof waste bag
	First aid records

Note: A kit that meets the requirements for an Alberta Number 1 first aid kit is acceptable as a Level 1 first aid kit in B.C. (with the addition of a tourniquet, medical masks, and face shields)

Level 2 First Aid Kit

1	Blanket
24	14 cm x 19 cm wound cleansing towelettes, individually packaged
50	Sterile adhesive dressings, assorted sizes, individually packaged
20	10 cm x 10 cm sterile gauze dressings, individually packaged
4	10 cm x 16.5 cm sterile pressure dressings with crepe ties
4	20 cm x 25 cm sterile abdominal dressings, individually packaged
4	Cotton triangular bandages, minimum length of base 1.25 m
2	5 cm x 4.5 m rolls of adhesive tape
2	7.5 cm X 4 m conforming gauze bandages
2	7.5 cm x 4.5 m crepe roller bandages
1	14 cm stainless steel bandage scissors or universal scissors
1	11.5 cm stainless steel sliver forceps
2	Quick straps (a.k.a. fracture straps or zap straps)
1	Windlass style tourniquet
1	Pocket mask with a one-way valve and oxygen inlet
6	Pairs of medical gloves (preferably non-latex)
6	Medical masks (also known as procedure or surgical masks)
2	Face shields (or safety eyewear)
1	Waterproof waste bag
	First aid records

Note: A kit that meets the requirements for an Alberta Number 2 first aid kit is acceptable as a Level 2 first aid kit in B.C. (with the addition of a tourniquet, medical masks, and face shields)