



ST JOSEPH'S SCHOOL

4054 Broadway Ave (Box 454) Smithers, BC V0J 2N0
250 847 9414 stj@cispg.ca stjosephsschool.ca
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COMMUNICABLE DISEASE PREVENTION PLAN

Updated: February 2022

The purpose of this document is to:

Share and communicate St Joseph's Schools steps to maintain a safe and healthy school environment by minimizing the risk of spreading COVID-19 and other communicable diseases, and includes both ongoing measures(e.g. hand hygiene, cleaning) and additional measures to be implemented as advised by public health. This plan applies to after school care and preschool and incorporates the BC CDC guidance applicable to child care settings.

1) Public Entry / Access to School

- a) St Joseph's welcomes visitors for purposes that supports students and the school's operation (hot lunch, supporting learning, contractors, emergency services, parents picking up young sick children, deliveries, and specialised services). However, visitors are encouraged to make appointments when possible, conduct business by phone, and email where possible.
- b) Visitors must have completed the daily health check before entering and need to wear a mask; disposable masks are available at the office.
 - i) Names and dates will be kept for any visitors who enter the school.
- c) Students enter and exit through their preferred gate onto the school grounds, following the necessary signs and instructions regarding traffic flow in boot rooms and hallways.
- d) Classes will use various entrance to enter the building (see map on school website).
- e) A Plexiglass shield at the office counter provides further protection.
- f) A copy of the communicable disease prevention plan is at the office, hall and available for specialized service providers, and visitors. This plan is shared with all Teachers on Call staff. It is posted on the school's website and changes are communicated in our newsletter.

2) Drop Off and Pick Up

- a) All students must be dropped off outside and not inside by parents. If students arrive late, students should come to the office and sign in.
- b) **Pick-Up:** Students will exit the school through the playground doors or assigned exit doors and wait with their teacher in their designated area. When picking up your child, please respect the personal space and comfort level of others.

Parking Lot Safety:

Please considering parking along the road to avoid congestion in the parking lot and drive slowly. Thank you for your support in this safety issue.



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Bus students will be picked up and dropped off by the library.

3) Health Check for Students, Staff, and Visitors Entering School

A daily health check is a tool to reduce the likelihood of a person with COVID-19 coming to school when they are infectious.

- a) Parents / caregivers should assess their child daily for illness before sending them to school.
 - i) Parents/caregivers and students can utilize the provincial K-12 health check [tool](#) or [app](#) for daily assessment of symptoms.
 - ii) Staff and other adults need to complete a daily health check prior to entering the school.
 - iii) If a student, staff, or other adult is sick, they must not enter the school.
- b) If a student/staff/visitor is required to self-isolate according to public health, they must stay home.
- c) A health-care provider note (i.e. a doctor's note) is not required to confirm the health status of any individual, beyond those required to support medical accommodation as per usual practices.
- d) If tested for COVID-19 and positive, all will stay home until they are told by public health to end their self-isolation.
- e) If one member of a family becomes sick (cold/flu-non-covid) but the student or staff member is asymptomatic they can attend school. For example: If one sibling, a brother /sister has a cold (non-covid proven) the other siblings can attend school if they are not experiencing symptoms.

4) Students/Staff who Develop Symptoms while at School

- a) The student/staff will be provided with a non-medical mask if they don't have one unless they have a medical and/or disability related reason.
- b) The symptomatic student is immediately separated from others and moved to a supervised area and cared for safely (school infirmary)
- c) The student's parent / caregiver is contacted to pick up the student as soon as possible. Parents / Caregivers are expected to pick up their child as soon as possible if notified they are ill.
- d) Where possible, staff will maintain physical distance from the ill student. If not possible, staff are required to wear a face shield and mask.
- e) Staff will avoid touching the student's body fluids. If they do, diligent hand hygiene will be practiced.
- f) After the student is picked up, staff will practice diligent hand hygiene.
- g) Staff will clean and disinfect the space where the student was separated (sick room) and any other areas used by the student.
- h) The school will continue to provide learning support to students required to self-isolate.



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5) Student Management: Hygiene

- a) Students will wash/sanitise their hands (at a minimum):
 - i) When they arrive at school;
 - ii) Before and after any breaks (recess/lunch);
 - iii) Before and after eating and drinking;
 - iv) Before and after using an indoor learning space used by multiple classes and shared equipment;
 - v) After using the toilet;
 - vi) After sneezing or coughing into hands;
 - vii) Whenever hands are visibly dirty;
 - viii) Before and after using shared items that are difficult or impossible to disinfect (i.e. manipulatives, foam, playdough, or sand).
- b) Staff are encouraged to assist younger students with hand hygiene as needed.
- c) If a sink is not available, 60% alcohol based hand sanitizer can be used.
- d) 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 soap.
- e) Food and drink should not be shared between students.
- f) St Joseph's School water fountains remain in use

6) Student Management: Physical Distancing

- a) Students are reminded to respect others' personal space.
- b) Staff will use available space to spread people out, both in learning environments and for gatherings and events where possible.
- c) Learning may take place outside when and where possible.
- d) Classrooms will have designated entrance and exit doors where possible.
- e) ~~Seating arrangements within classrooms will be spaced out as much as possible, avoiding face-to-face seating arrangements whenever possible (does not apply to preschool).~~
- f) ~~Spacing of the classrooms will allow intended activities to take place without involuntary physical contact and encourage personal space.~~
- g) Strategies will continue to be implemented that prevent crowding during class transitions and break times; class will enter one at a time and wait until the previous class has cleared that section of the corridor. Specialty teachers will pick up classes. Class will queue by the stage if another class is waiting to enter the gymnasium to avoid congestion by the main doors.

7) School Structure / Organization:

- a) Various doors will be used for classes to enter and exit the building to avoid congestion.
- b) No more than two classes will be in the mudroom at one time.
- c) Hallway traffic will follow the "rules of the road" with supporting arrows.
- d) It is encouraged to open windows whenever possible.
- e) ~~School wide meetings and events (i.e.: parent teacher interviews, etc.) will be held virtually.~~



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f) Whole-school prayers, assemblies, and services will be virtual and restricted to the involved students and staff only.

g) If any gatherings/events must be in person involving non-staff/student/essential volunteers, capacity will not exceed 50% and spectators will not be present.

~~h) Sports tournaments are paused.~~

i) Closure of the school and or out of school programmes will be determined by public health if for covid reasons and by the school for operations reasons due to staff shortages.

8) Staff Management: Physical Distancing and Masks

a) Avoiding crowding in common, spaces (e.g staff room, copy room) and respect the personal space of others.

b) Staff are asked to continue to respect the personal space and comfort level of others. 2m physical distancing is no longer required. Staff are required to wear a mask. When wearing a face shield, a non-medical mask should also be worn. Face shields should not be worn in place of a non-medical mask.

c) Staff are required to wear a mask at all times, except when:

- There is a barrier in place
- Eating or drinking
- Outdoors
- When providing a service to a person with a disability or a diverse ability (including but not limited to a hearing impairment) where visual cues, facial expressions, and/or lip reading/movements is important.
- If the mask is removed temporarily to engage in educational activity that cannot be performed while wearing a mask (e.g. engaging in high-intensity physical activity).
- They cannot tolerate wearing a mask for health reasons.

d) Staff meetings may occur physically distanced or virtually.

9) Staff Management: Hygiene

a) Hand-washing supplies are available at all times (soap, clean towels, paper towels, 60% alcohol-based hand sanitizer). Staff will wash their hands (at a minimum):

- i) When they arrive at school;
- ii) Before and after any breaks (recess/lunch);
- iii) Before and after eating and drinking;
- iv) Before and after using an indoor learning space used by multiple classes and shared equipment;
- v) After using the toilet;
- vi) After sneezing or coughing into hands;
- vii) Whenever hands are visibly dirty;
- viii) Before and after handling food or assisting students with eating;
- ix) Before and after giving medication to a student or self;
- x) After contact with bodily fluids (i.e. runny noses, spit, vomit, or blood);



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- xi) After cleaning tasks;
- xii) After removing gloves;
- xiii) After handling garbage.
- b) Handwashing signs are posted near all sinks. All staff will wash their hands frequently to reduce the risk of transmission.
- c) Other hygiene practice signage is posted (see resources from WorkSafe BC).

10) Cleaning / Disinfecting During School Operation (On-Site Staff)

- a) Common, commercially-available detergents and disinfectant products are being used.
- b) Frequently touched surfaces are cleaned and disinfected at least once in a 24 hour period, including (but not limited to) door knobs, light switches, toilet handles, tables, desks, chairs, stair railings, office barrier and shared office spaces. St Joseph's staff will follow the regular schedule of cleaning frequently touched surfaces after school or where needed.
- c) Garbage containers are emptied daily.
- d) Pillow cases and blankets are laundered after each use using the school facilities if they are not single-use items.
- e) Staff meetings are held virtually
- f) Room capacity limits are in effect for adults as posted.

11) Cleaning / Disinfecting After School Hours (Custodian)

- a) St Joseph's School is cleaned and disinfected in accordance with the BC CDC's Cleaning and Disinfecting for Public Settings (http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf).

12) Communication

- a) St Joseph's will maintain contact with Northern Health as directed.
- b) Upon return to the workplace, a health and safety meeting is held to review workplace practices while maintaining physical distance.
- c) Weekly check-in meetings with staff are held to provide new information and review concerns.
- d) St Joseph's School is keeping parents / caregivers informed about extra precautions occurring in the school setting.
- e) All information relating to communicable diseases is posted on the school [website](#).
- f) Positive and inclusive strategies aligned with existing school practices will be used to address a lack of compliance with these protocols.

13) Concerns about Unsafe Work

- a) St Joseph's School Staff are to raise safety concerns in writing via email to the Principal.
- b) Staff have the right to refuse work if they believe it presents an undue hazard. An undue hazard is an "unwarranted, inappropriate, excessive, or disproportionate" hazard. For COVID-19, an "undue hazard" would be one where a worker's job role



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places them at increased risk of exposure and adequate controls are not in place to protect them from that exposure.

- c) If the matter is not resolved, the worker and the supervisor / employer must contact WorkSafe BC (<https://www.worksafebc.com/en/contact-us/departments-and-services/health-safety-prevention>). A prevention officer will consult with workplace parties to determine whether there is an undue hazard and issue orders if necessary.
- d) Workers / employers with questions or concerns about workplace exposure to the COVID-19 virus can call WorkSafe BC's Prevention Information Line at 1-888-621-SAFE to speak to a prevention officer to have questions answered. If required, a prevention officer will be assigned to assess the health and safety risk at your workplace.

14) Masks

- a) Masks are required for all visitors, staff, and k-12 students. Some exemptions apply:
 - i) A person who cannot tolerate wearing a mask for health or behavioural reasons;
 - ii) A person who is unable to put on or remove a mask without assistance of another person;
 - iii) If the mask is removed temporarily for the purposes of identifying the person wearing it;
 - iv) If the mask is removed temporarily to engage in an educational activity that cannot be performed while wearing a mask (e.g. engaging in high-intensity physical activity);
 - v) A person is eating or drinking;
 - vi) A person is behind a barrier;
 - vii) While providing a service to a person with a disability or diverse ability where visual cues, facial expressions and/or lip reading/movements is important.

15) Vaccinations

- a) For your information, please go to the [Northern Health website](#) for times and locations for vaccinations. The Northern Health Clinic and Information line is 1-844-645-7811.

16) Regional Differences

- a) Local public health orders may be placed for entire regions or communities, or for specific settings or activities. St Joseph's will follow all additional public health orders and will follow additional health and safety measures during times of elevated risk. This could include, but is not limited to: increased cleaning, room reconfigurations, visitor restrictions, and limits on gatherings or events.

17) Staff Mental Health Resources

- a) COVID-19 Psychological First Aid Service: Information and Signup (British Columbia Psychological Association) – Free virtual counselling provided by registered psychologists. <https://www.psychologists.bc.ca/covid-19-resources>



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- b) COVID-19: Staying Well In Uncertain Times (Canadian Mental Health Association – B.C.) – Tips and information on how to reduce and manage anxiety in the workplace due to the COVID-19 outbreak. <https://cmha.bc.ca/covid-19/>
- c) Managing COVID-19 Stress, Anxiety and Depression (Ministry of Mental Health and Addictions) - Tips and resources on things we can do as individuals and collectively to deal with stress and support one another during these challenging times. https://www2.gov.bc.ca/assets/gov/health-safety/covid19_stressmanagement_5_accessible.pdf
- d) Mental Health and Psychosocial Considerations During COVID-19 Outbreak (World Health Organization) – These mental health considerations were developed by the WHO's Department of Mental Health and Substance Use as messages targeting different groups to support for mental and psychosocial well-being during COVID-19 outbreak. <https://www.who.int/docs/default-source/coronaviruse/mental-health-considerations.pdf>
- e) Mental Health and COVID-19 (Conference Board of Canada) – Videos on different aspects of mental health, including coping with anxiety, job loss, and dealing with isolation. [https://www.conferenceboard.ca/\(X\(1\)S\(1f1oqepagnh0xli4w2hckucy\)\)/insights/covid-19?AspxAutoDetectCookieSupport=1](https://www.conferenceboard.ca/(X(1)S(1f1oqepagnh0xli4w2hckucy))/insights/covid-19?AspxAutoDetectCookieSupport=1)
- f) Taking Care of Your Mental Health (COVID-19) (Public Health Agency of Canada) – Tips and resources for taking care of your mental health during the COVID-19 outbreak. <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/mental-health.html>



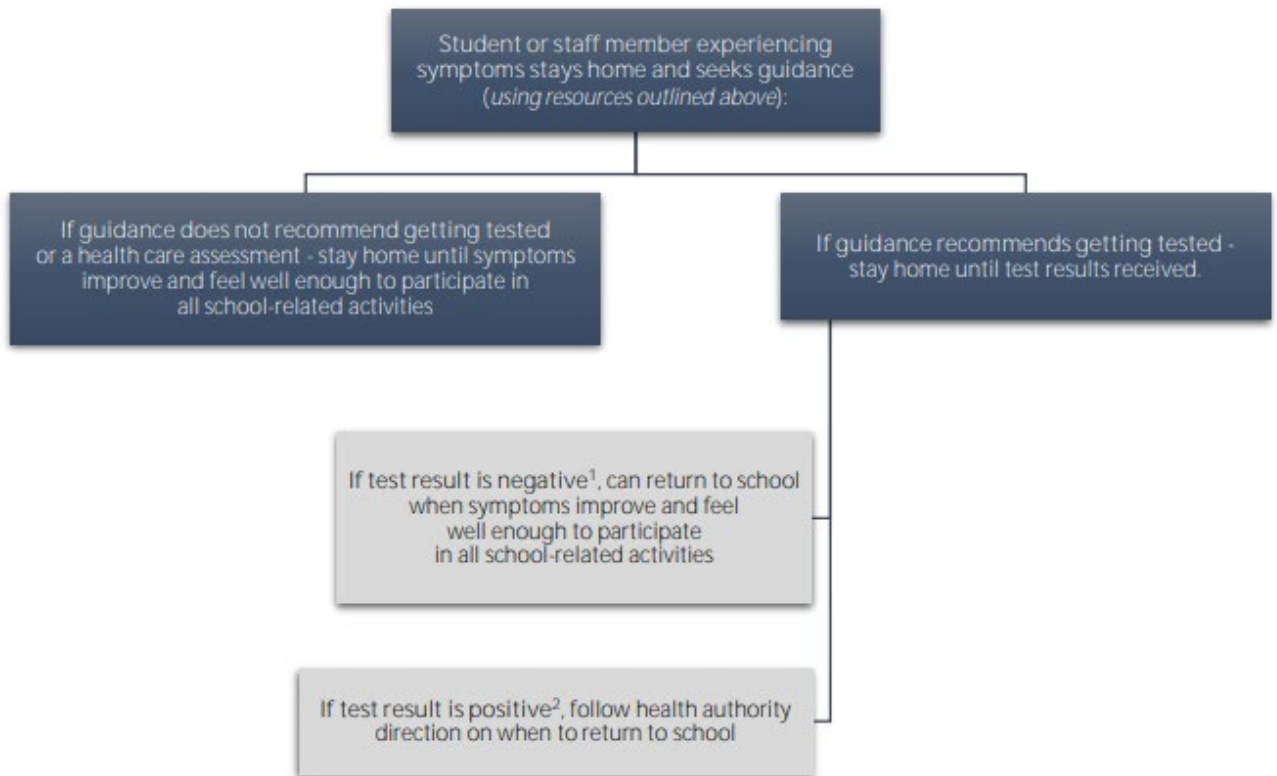
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Appendix A: COVID-19 Symptoms, Testing & Return to School

When a student, staff or other adult can return to school depends on the type of symptoms they experienced and if a COVID-19 test is recommended. See the [K-12 Health Check app](#) and BCCDC "[When to get tested for COVID-19](#)" resource for specific guidance. Staff, students and parents/caregivers can also use the BCCDC online [Self-Assessment Tool](#), or call 8-1-1 or their health care provider.



1. Symptoms of common respiratory illnesses can persist for a week or more. Re-testing is not needed unless the person develops a new illness. [BCCDC](#) has information on receiving negative test results.
2. Public health will contact everyone with a positive test. Visit the BCCDC website for more information on [positive test results](#).