

# ANNIEVILLE ELEMENTARY

## Safety Plan



**This is a living document. It will be updated as we are directed by the District, the BC Centre for Disease Control, the BC Public Health Officer, and the Ministry of Education.**

### **School Entry**

- We have enough outside entrances to the building so we won't be staggering arrival times, recesses, lunches or dismissals.
- Classes have set spots around the school which will have sufficient distance from other Learning Groups, for students to wait to be brought in by their classroom teacher, one class at a time.
- Teachers will use hand sanitizing spray on children's hands **before** they enter the building, at the beginning of the day, end of recess and at the end of lunch, to reduce the possibility of unsanitized hands touching surfaces in hallways and staircases.

### **Hand Washing Routines**

- Children wash their hands with soap and water before they eat snacks and lunches.
- They wash or sanitize their hands before they go outside for recess and lunch.
- They wash or sanitize their hands before going to the library and gym and wash or sanitize their hands after they return from the library and gym.

### **Late Arrivals**

- The front doors will be locked so children who arrive late will have to knock on the door. If more than one child arrives at the front door at a time, there will be social distancing marks on the concrete to indicate where they need to stand. We will put a wedge in the door to hold it open.
- One at a time, children will be invited in, will be asked to sanitize their hands and then wait on the social distancing stickers to be checked in.
- Before going to their classes they will be reminded to social distance and to head straight to their class.
- A set group of Parent Volunteers will record students' names and then send them to class. Parents have been trained and will be following all Health and Safety protocols, including wearing a mask and maintaining distance from children.

## First Aid Procedures

- If a student needs first aid who is in the classroom, Mrs. Kwasnicki will come to the classroom to assist.
- During the school day, when children are **inside**, for serious injuries or injuries requiring a trained First Aid Attendant (FAA) Mrs. Kwasnicki or FAA will come and take the student to the medical room.
- The children will be taken in through the MPR outside door at recess and lunch. When children are **outside**, for serious injuries or injuries requiring a trained First Aid Attendant (FAA) the injured child will be brought to the MPR and an FAA or Mrs. Kwasnicki will be called to come to the MPR to assess the child.
- All Noon Hour Supervisors carry a walkie talkie and will call for first aid, should it be needed. They also have a fanny pack with bandaids and gloves for minor injuries. (Extra supplies will be stored in the MPR.)
- If a student needs ice, they will be taken to the multi-purpose room where the ice machine is kept.

## When a Child Feels Sick

- Parents will be using the updated Daily Health Checklist (see page 6 of this document) to check their children's health **daily**. If a child has one symptom listed, they will be kept home for **24 hours from the time symptoms started**.
- If a child has **two or more symptoms or a fever**, they are encouraged to seek a health assessment, either call 811 or visit a family physician or nurse practitioner. The child **should not** return until COVID-19 has been excluded as a cause for the symptoms **and** the child's symptoms have improved.
- **At school**, if a child exhibits any of the symptoms listed on the Daily Health Checklist, they will be given a disposable mask (if they are not wearing a mask) and Mrs. Kwasnicki will bring them to one of our three designated spaces (medical room and two unused office spaces) where the child will wait. We will call home to discuss your child's symptoms. Families may be asked to pick up their child as soon as possible. If we are assessing the health of more than one child, we will use a different designated space. We will have only **one child** in each of the designated spaces. (These designated spaces will be fully sanitized by our Daytime Custodian after a child has been sent home.)

## Visitor Log

- A Visitor's Log will be kept on the counter by the office window. **Everyone** who enters the building will be required to enter their contact information, with the date and time they were in the building.

## Classrooms, Routines & Set Up

- Every class is set up to ensure the health and safety of students and staff. Please speak with your child(ren)'s teacher(s) if you would like to know more about routines and setup in individual classrooms, please connect with the Classroom Teacher.

## Washroom Procedures

- We will have **only one student at a time** in a washroom.
- There is a system for indicating when a washroom is occupied.

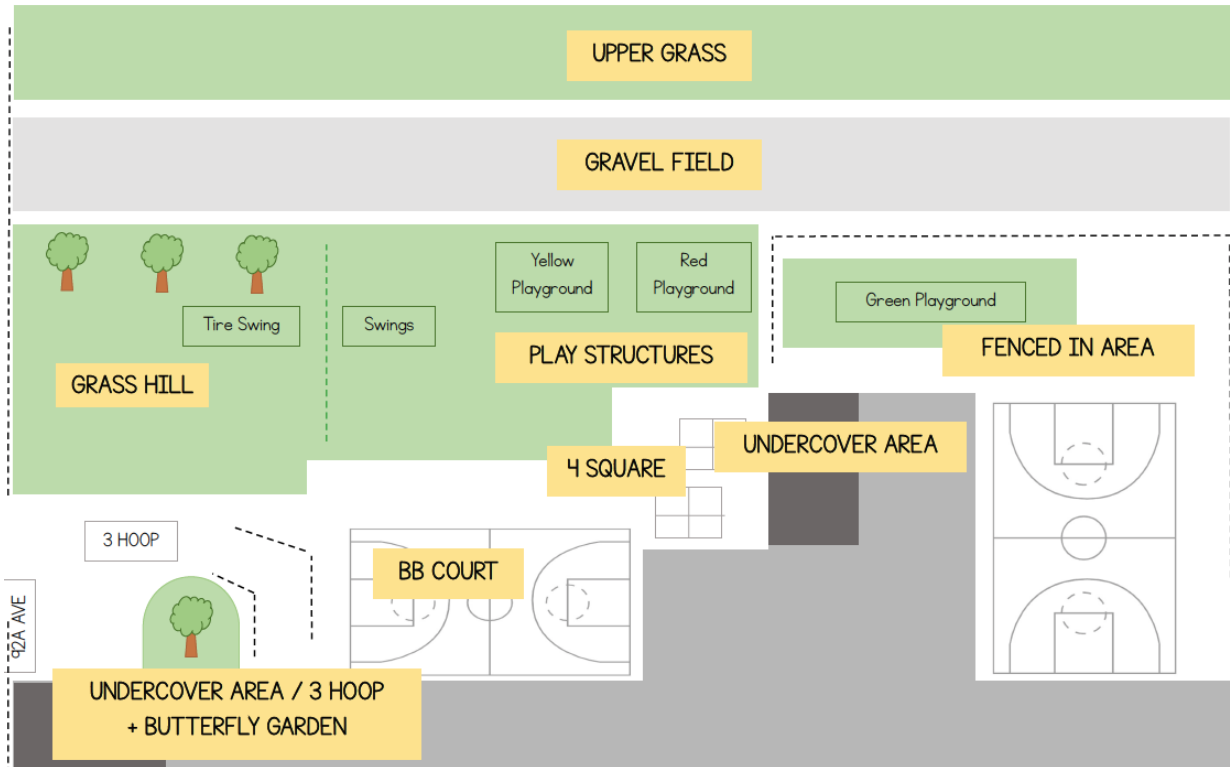
## Recess & Lunch

- **Reminder: There is no food or supply drop off during the day.**
- Individual Classes are the Learning Groups made up of 30 students or less. (All Annieville classes have 24 or less students.)
- When outside **children who ARE NOT in the same Learning Group will be reminded to social distance** as much as possible and to avoid contact.
- For whole school playtime outside, we have combined grades in this way:
  - Ks & 1s
  - 2s & 3s
  - 4s & 5s
  - 6s & 7s

- There is a Monday to Friday schedule (see below) for playing in different zones (see the map below) so children get a chance to enjoy the different areas of our playground.

### Playground Schedule September-December 2020

	Grade Groups	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
RECESS & LUNCH	Grade 6 & 7	Upper Grass Field	Upper Grass Field Basketball Court, & 4 Square Undercover Area	Upper Grass Field	Upper Grass Field Basketball Court, & 4 Square Undercover Area	Upper Grass Field
	Grade 4 & 5	Undercover Area, Butterfly Garden, 3 Hoop Grass Hill & Tire Swing	Gravel Field & Swings	Play Structures 4 Square Undercover Area & Swings	Gravel Field & Swings	Undercover Area, Butterfly Garden, 3 Hoop Grass Hill & Tire Swing
	Grade 2 & 3	Play Structures Undercover Area 4 Square & Swings	Play Structures, 4 Square Undercover Area & Swings	Undercover Area, Butterfly Garden, 3 Hoop Grass Hill & Tire Swing	Undercover Area, Butterfly Garden & 3 Hoop Grass Hill & Tire Swing	Play Structures, 4 Square Undercover Area & Swings
	K & 1	Fenced in Area	Fenced in Area	Fenced in Area	Fenced in Area	Fenced in Area



## Appendix C: Daily Health Check Example

The following is an example of a daily health check to determine if you should attend school that day.

Daily Health Check			
1. Key Symptoms of Illness*	Do you have any of the following new key symptoms?	CIRCLE ONE	
	Fever	YES	NO
	Chills	YES	NO
	Cough or worsening of chronic cough	YES	NO
	Shortness of breath	YES	NO
	Loss of sense of smell or taste	YES	NO
	Diarrhea	YES	NO
	Nausea and vomiting	YES	NO
2. International Travel	Have you returned from travel outside Canada in the last 14 days?	YES	NO
3. Confirmed Contact	Are you a confirmed contact of a person confirmed to have COVID-19?	YES	NO

If you answered "YES" to one of the questions included under 'Key Symptoms of illness' (excluding fever), you should stay home for 24 hours from when the symptom started. If the symptom improves, you may return to school when you feel well enough. If the symptom persists or worsens, seek a health assessment.

If you answered "YES" to two or more of the questions included under 'Symptoms of illness' or you have a fever, seek a health assessment. A health assessment includes calling 8-1-1, or a primary care provider like a physician or nurse practitioner. If a health assessment is required, you should not return to school until COVID-19 has been excluded and your symptoms have improved.

When a COVID-19 test is recommended by the health assessment:

- If the COVID-19 test is **positive**, you should stay home until you are told by public health to end self-isolation. In most cases this is 10 days after the onset of symptoms. Public health will contact everyone with a positive test.
- If the COVID-19 test is **negative**, you can return to school once symptoms have improved and you feel well enough. Symptoms of common respiratory illnesses can persist for a week or more. Re-testing is not needed unless you develop a new illness.
- If a COVID-19 test is recommended but is not done because you choose not to have the test, or you do not seek a health assessment when recommended, and your symptoms are not related to a previously diagnosed health condition, you should stay home from school until 10 days after the onset of symptoms, and then you may return if you are feeling well enough.

If a COVID-19 test is not recommended by the health assessment, you can return to school when symptoms improve and you feel well enough. Testing may not be recommended if the assessment determines that the symptoms are due to another cause (i.e. not COVID-19).

If you answered "YES" to questions 2 or 3, use the [COVID-19 Self-Assessment Tool](#) to determine if you should seek testing for COVID-19.

**A health-care provider note (i.e. a doctor's note) should not be required to confirm the health status of any individual.**



Ministry of Health



BC Centre for Disease Control

If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.

