

Phil & Jennie Gaglardi Academy 2021-22

COMMUNICABLE DISEASE PREVENTION PLAN

Including COVID-19 specific prevention measures

This document is based on guidance from the
Province of BC, the BC Centre for Disease Control, the
BC Ministry of Education, and Vancouver Island Coastal Health.

Updated January 5, 2022

Introduction

This Communicable Disease Plan is part of Phil & Jennie's commitment to promoting the health and safety of its students, staff, parent community, visitors, and contractors. Preventative measures are needed to create safe environments for all to learn and work. Primarily, the Plan seeks to limit exposure to communicable diseases and is aligned with WorkSafe BC, the BC Occupational Health and Safety Regulation, School Health Orders directed by the BCCDC, VIHA, and the Ministry of Education.

Note: This Plan supersedes all previous COVID-19 Safety plans and protocols from March 2020 to September 30, 2021.

Purpose

The purpose of the Communicable Disease Plan is to protect staff, students, parent/guardians, volunteers, visitors, and contractors by providing timely information and implementing control measures to either prevent or reduce the risk of contracting and transmitting communicable diseases in the Gaglardi community.

When the risk of exposure to communicable disease is high or when directed by Health authorities, Gaglardi Academy will employ measures outlined in this document.

PART ONE

Gaglardi Academy Communicable Diseases Prevention Plan

Scope

Communicable diseases included in the scope of this Plan are those typically caused by direct or indirect human contact in school through bacteria, viruses, fungi, or parasites. Examples of communicable diseases covered by this Plan include but are not limited to:

- Coronavirus (COVID-19)
- Hepatitis A
- Influenza
- Measles
- Meningococcal Meningitis
- Mumps
- Rubella
- Tuberculosis

Communicable diseases are most commonly spread from an infected person through:

- Respiratory droplets when a person coughs or sneezes.
- Close personal contact, such as touching or shaking hands
- Touching something with a virus on it, touching your eyes, nose or mouth before washing your hands.

Roles and responsibilities

The School Director

- Establish the Communicable Disease Prevention Plan (“the Plan”) and support communicable disease prevention at all levels of the organization.
- Ensure the Plan is implemented and effective.
- Provide information, supplies, and resources for communicable disease prevention to enable school faculty to meet their responsibilities.
- Collaborate with public health authorities on communicable disease prevention.
- Conduct a periodic review of the Plan’s effectiveness.

School Principal

- Advise staff and students not to attend work or school when exhibiting flu-like symptoms (e.g. fever, vomiting, diarrhea, etc.) and send home staff or students who are unwell or exhibiting new or worsening flu-like symptoms.
- Ensure faculty understand and follow safe work procedures and the communicable disease plan and incorporate these in their work.
- Ensure all faculty and staff are provided with access to the Plan.
- Educate staff and educate students (using age-appropriate methods) on the contents of the Communicable Disease Prevention Plan.
- Reinforce proper hand hygiene, respiratory etiquette, and the need to stay home when sick.
- Maintain records of training.
- Ensure appropriate personal protective equipment is available (where necessary) and that employees are trained on the proper use.
- Ensure that employees who work with a potential exposure risk (e.g., personal care, washroom cleaning, first aid, etc.) receive education and training on hazard identification and safe work procedures.
- Investigate incidents of exposure as reported by the Principal.
- Report to the School Director if more than 10% of students are *unexpectedly* absent or more than 10% in one class reporting similar symptoms.
- Recommend appropriate control measures to the School Director to be included in the Plan.

Faculty/Staff

- Remain home if sick or have new or worsening symptoms of illness.
- Understand and **follow** the Communicable Disease Plan.
- Wear appropriate personal protective equipment.
- Attend education and training sessions as required by the Principal.
- Report to the Principal any concerns regarding an infectious disease hazard or exposure.

Students

- Follow all K-12 directives outlined in the Gaglardi Communicable Disease Plan and from the Ministry of Education, BCCDC, and VIHA including,
 1. Wash hands and use hand sanitizer frequently throughout the day, especially before entering school or eating and drinking.
 2. Use proper cough and sneeze etiquette.
 3. Stay home when sick to prevent the spread of communicable diseases.
 4. Adhere to the school's mask directive.

5. Maintain appropriate physical distancing when unable to wear a mask.

Parents/Guardians/Visitors/Contractors

- Stay home and do not enter the school site when sick.
- Wear appropriate personal protective equipment as required.
- Comply with the direction of school administrators and faculty concerning communicable disease control measures.

Risk Control

Phil & Jennie Gaglardi Academy implements communicable disease prevention controls to mitigate the risks of exposure. Communicable disease controls are categorized into a hierarchy of effectiveness. The controls listed here and implemented in the School effectively control periodic communicable disease events.

1. Elimination: Remove the hazard, the communicable disease, from the workplace. These include:

- Support public health's delivery of routine childhood immunizations.
- Support public health's delivery of immunizations/vaccinations for emerging diseases (e.g., SARS, COVID-19, etc.) to suppress viral transmission in the community as a whole.
- Public Health Orders aimed to decrease hazardous environments.

2. Engineering controls: Contain the hazard or reduce the risk with an engineered control. These include:

- Provision of barriers (such as plexiglass) as per public health guidance and where deemed necessary.
- Well maintained ventilation systems that run longer, let in more outside air, and maximize occupant control.
- Upgrading indoor air filtration with Merv13 air filters.
- Placement or installation of hand sanitation stations.

3. Administrative controls: Reduce the risk through organizational processes, procedures, or behaviour changes of faculty, students, parents, visitors, and contractors. These include:

- Daily health checks before work or school and faculty/students/visitors staying home when sick.
- Spread out from others in an indoor space, as practical for education/work.
- Reinforce diligent respiratory etiquette for coughs and sneezes.
- Reinforcement of diligent hand hygiene and provide supplies and check daily.
- Clean general facility surfaces, high touch surfaces, and shared equipment.
- Maintain occupancy limits for indoors.
- Communicate by providing information on hazards and controls to staff, students, parents, and visitors and the signage of expected actions or required procedures.

4. Personal protective equipment (PPE): Reduce the risk of contact with infectious agents. These include:

- Two or three-ply reusable cloth masks (a COVID-19 specific measure).
- Disposable non-medical face masks (as needed based on occupational task, e.g., first aid, etc).
- Face shields or goggles (as needed for occupational tasks, e.g., spitting behaviour or an additional COVID-19 specific measure).
- Gloves - as needed by occupational tasks (e.g., first aid, personal care, etc.).

Responding to Elevated Risk

From time to time, public health authorities may advise of an elevated risk of specific communicable disease transmission in a particular school setting, local workplace or context. Where public health has notified the school of a relevant elevated risk of communicable disease transmission, the school will take steps to assess the risk and follow the necessary measures to the extent practicable as provided by public health authorities.

In addition, the school may note elevated student absenteeism (over 10% above typical absenteeism in a school or class) and follow up with janitorial staff to increase sanitization or pursue help from public health authorities.

Families reporting a serious communicable disease (e.g., measles, mumps, TB, meningitis, etc.) within the Gaglardi community are followed up with public health authorities, and notifications will go out to families based on their direction. Of course, all names are kept confidential.

Communicable Disease Prevention Controls

Gaglardi Academy has in place a number of risk-control measures for the prevention of various communicable diseases covered by this Plan. The following describes these measures. It is important to remember that these are long-term and ongoing prevention procedures to be conducted daily.

Ongoing and Daily Communicable Disease Prevention Measures	
Stay home if sick	All staff, students, parents, volunteers, and approved visitors must stay home from school or work if they are sick or have new or worsening symptoms of any communicable disease (e.g., cold/flu-like symptoms, rash, nausea/vomiting/diarrhea, loss of sense of taste or smell, etc.). Similarly, they must go home without delay should they develop symptoms while at school/work.
Daily Health Checks	All staff, students and their parents, and visitors must conduct a Daily Health Check (DAILY HEALTH CHECK) before coming to school or the workplace to determine if they or their child has new or worsening symptoms and must stay home from school or work if they do. The Daily Health Check is accessible via DAILY HEALTH CHECK , All faculty must report to the school office any students who develop new or worsening symptoms of the communicable disease during the school day and ensure the student is put in the medical room and supervised/cared for while they await pick-up by their parent. Management of Illness and Exposure at School
Sign-in/out of School	All parents, volunteers, visitors, contractors, and on-call educational staff must sign in and out of the facility at the front desk and record their contact information, including phone number. These records are kept by the school for 45 days. School/site staff are to sign-in via their typical method at the front

	door of the facility.,																			
Respiratory Etiquette	All staff, students and other people within the school are expected to practice diligent and proper respiratory etiquette. This includes covering coughs and sneezes with their elbow or a single-use tissue, appropriate disposal of any used tissues or disposable masks into garbage bins, and practicing proper hand hygiene afterwards.																			
Hand Hygiene	<p>Rigorous handwashing with plain soap and water is the most effective way to reduce the spread of illness (antibacterial soap is not needed). If hands are soiled, hand washing is superior to hand sanitizing. Handwashing with soap under running water for 20 seconds is reinforced with staff and students.</p> <p>Every classroom is equipped for handwashing. Hand sanitizing stations are located at the entrance doors and throughout the school.</p> <p>Faculty should teach and assist younger students with hand hygiene as needed.</p> <p>Proper and frequent hand hygiene is essential, is encouraged and reinforced (e.g., staff reminders) and must be completed several times throughout the school day.</p> <p>The following table identifies when faculty and students are to practice hand hygiene.</p> <table border="1" data-bbox="493 989 1419 1759"> <thead> <tr> <th>Hand Hygiene - Students</th> <th>Hand Hygiene - Staff</th> </tr> </thead> <tbody> <tr> <td>When arriving at school.</td> <td>When arriving at school.</td> </tr> <tr> <td>Before and after recess breaks.</td> <td>Before and after rest breaks.</td> </tr> <tr> <td>Before eating or drinking.</td> <td>Before eating or drinking.</td> </tr> <tr> <td>Before and after using shared learning spaces.</td> <td>Before and after handling food or assisting students with eating.</td> </tr> <tr> <td>After using the washroom.</td> <td>After using the washroom.</td> </tr> <tr> <td>After sneezing or coughing into hands.</td> <td>After sneezing or coughing into hands.</td> </tr> <tr> <td rowspan="4">When hands are visibly dirty.</td> <td>When hands are visibly dirty.</td> </tr> <tr> <td>After contact with body fluids.</td> </tr> <tr> <td>After removing gloves.</td> </tr> <tr> <td>After handling garbage or after cleaning tasks.</td> </tr> </tbody> </table> <p>Hand Washing Technique</p>	Hand Hygiene - Students	Hand Hygiene - Staff	When arriving at school.	When arriving at school.	Before and after recess breaks.	Before and after rest breaks.	Before eating or drinking.	Before eating or drinking.	Before and after using shared learning spaces.	Before and after handling food or assisting students with eating.	After using the washroom.	After using the washroom.	After sneezing or coughing into hands.	After sneezing or coughing into hands.	When hands are visibly dirty.	When hands are visibly dirty.	After contact with body fluids.	After removing gloves.	After handling garbage or after cleaning tasks.
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General Cleaning	Schools will be cleaned and disinfected as per BCCDC guidance for schools.																			

	<p>Janitorial staff will conduct general cleaning of the school (e.g., floors, surfaces, garbage removal, cleaning visibly dirty surfaces, etc.) once a day.</p>
<p>Cleaning & Disinfecting frequently touched surfaces/items</p>	<p>Frequently touched surfaces will be cleaned and disinfected at least once a day.</p> <p>Gaglardi janitorial staff will clean and disinfect the following frequently touched surfaces:</p> <ul style="list-style-type: none"> - items used by larger numbers of students and staff, including doorknobs, light switches, hand railings, water fountains, faucet handles, toilet handles. - Service counters (e.g., office reception counters, library circulation desk) <p>Staff who use or introduce shared equipment in high school, the students who use the equipment, will clean and disinfect:</p> <ul style="list-style-type: none"> - Items such as shared computer keyboards and tablets, dishes and kitchen equipment, - PE/sports equipment, music equipment, etc. - Appliances that are shared such as microwaves, refrigerators, coffee pots/machines, etc. - Equipment that touches the mouth (e.g., water bottles, instrument mouthpieces, dishes, electronic equipment, and manipulatives) or that have been in contact with body fluids should not be shared unless cleaned and disinfected in between use. <p>NOTE: 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, water tables, etc.) can be used when hand hygiene is practiced before and after use. • Carpets, and rugs (e.g. in Primary classes) can be used.</p> <ul style="list-style-type: none"> • There is little to no evidence that viable COVID-19 viruses are transmitted via textbooks, paper, or other paper-based products. https://www.cdc.gov/coronavirus/2019-ncov/more/science-and-research/surface-transmission.html • Laminated or glossy paper (e.g. DVDs) can be contaminated if handled by a person who is sick; however, the risk is low. After use, there is no need for these items to be cleaned and disinfected or left unused for any period of time, or for hand hygiene to be practiced before or after use. • Personal items are to be kept to a minimum - they will not be cleaned by the janitorial staff. <p><u>Cleanings and Disinfecting Blood and Body Fluids</u> Janitorial staff follow these procedures when cleaning and disinfecting bodily fluids (e.g., vomit, stool, urine):</p> <ul style="list-style-type: none"> • Staff will wear disposable gloves when cleaning blood and body fluids. • Wash hands before/after putting on/taking off gloves. • Use a paper towel to clean up solid and liquid matter. • Disinfect the item or surface once the surface has been cleaned.
<p>Ventilation & Air Conditioning</p>	<p>IMPORTANT: Heating, Ventilation, and Air Conditioning Systems ("HVAC systems") that operate properly do not contribute to the spread of communicable diseases.</p> <p>Gaglardi Academy, in supporting the control of communicable</p>

	<p>diseases, has implemented the following measures.</p> <ul style="list-style-type: none"> • Increased HVAC run-times for ventilated spaces – starting one hour before occupancy and run one hour past end of occupancy (when practical). • Maximized the amount of outdoor air supplied within the capacity of the heating systems. • Filtered the air with MERV-13 filters wherever the ventilation equipment allows it. • Provided maximum possible occupant control over rooms by ensuring windows and doors are open during the school day. • Staff are encouraged to move activities outdoors when possible (e.g., lunch, classes, physical activity, etc) and consider moving classrooms outside when space and weather permitting. • When using fans in ventilated spaces, air should be moved from high places to lower places and do not blow air directly from one person’s breathing zone towards another. • Avoid cross breezes.
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PART TWO
COVID-19 Specific and School Prevention Measures

Part One of this document describes the ongoing communicable disease measures within the School. Part Two of this document describes prevention measures in place to specifically address COVID-19 in schools and the preventative measures and changes to student activities needed to keep the school community safe.

Supportive, Trauma-Informed Schools/Workplaces and Actions

The COVID-19 pandemic has resulted in increased uncertainty and stress for many people. Individuals under ongoing stress often have trouble thinking ahead, regulating their emotions, and making decisions. Stressful times are associated with a diminished sense of safety and a loss of power and control. A trauma-informed approach to interacting with one another can help to reduce or prevent a trauma response. All staff, volunteers, visitors, and parents are asked to be respectful of others who may have different levels of trauma exposure.

In planning school/work activities and events, staff are asked to consider and respect the personal space of others and elevated perceptions of risk being experienced by others. Staff and students choosing to practice additional personal prevention measures (e.g., wearing a non-medical mask beyond when it is required or recommended, wearing a face shield in addition to a non-medical mask, etc.) should be treated with respect. Schools are encouraged to support students in following COVID-19 guidelines in areas such as mask wearing and not crowding by using positive and inclusive approaches. Schools should avoid punitive measures or enforcement activities that exclude students from fully participating in school or that could result in stigma. Some examples of strategies to support others include:

- Being kind, respectful, and compassionate
- Practicing patience with yourself and others
- Organize activities to be smaller in size and occur with generous spacing
- Creating routines or schedules
- Empower others to provide choices
- Create quiet spaces for those who need them

- Listen authentically to others
- Encourage and make time to talk and connect
- Going outside to play, learn and enjoy nature
- Acknowledge others and greet students by name if you are able
- Keep conversations about pandemic news to a minimum and avoid general COVID banter and judgement.

The following chart describes COVID-19 specific prevention measures and procedures at school.

COVID-19 Specific Prevention Measures		
Domain	Specific Preventative Measures - August 24, 2021	Preventative Measures - December 29, 2021
Access at Gaglardi School	<p>The School building remains closed to the general public. Parents/guardians, essential visitors on school business, ongoing volunteers, and people providing academic support may visit by appointment when the appointment is made in advance of the visit and approved by the school Principal. Note: Parents of kindergarten ("K") students may enter schools to support students in transitioning during the gradual entry period as long as they follow the school's other preventative measures (e.g., Daily Health Check, masks, hand hygiene, etc.). All parents, visitors, contractors, and TOC's must sign in and out at the main office and leave contact information. These records will be kept by the school for 45 days.</p>	<p>Limited access for visitors. Without approved purpose or appointment, all access by visitors is restricted.</p>
Spread Out and make space between people indoors	<p>All staff and students are to spread out from others within all indoor spaces of the school, for gatherings and events, and in staff-only spaces.</p> <p>Occupancy limits must be respected by all and will be posted in the Chapel and gym spaces. Limits may be posted in other rooms from time to time, where crowding may be a concern.</p> <p>The exceptions include when closer proximity is required for a specific educational or work activity. These should be limited and kept brief.</p> <p>Strategies are implemented at pick-up and drop-off times to prevent crowding at entrances/exits.</p>	<p>Classroom carpets and all non-essential furniture moved out of the classroom so that maximum space between desks can be maintained.</p> <p>Occupancy limits restricted to the following # of people: Copy Room = 1 Jr. Washrooms = 4 Sr. Washrooms = 2 Staff Washrooms = 1 Front Office = 3 StaffRoom = 8 Chapel = 75 (whole room available) Gym = 225</p>

	<ul style="list-style-type: none"> ● Kindergarten - room door ● Grades 1-3 - east door ● Grades 3/4 - 5/6 - undercovered area door ● Grades 7-12 - main entrance door. <p>Take students outside more often, where and when possible.</p> <p>Manage the flow of people in common areas, including hallways and around lockers. Floor markings will be used to address flow when needed.</p> <p>K-9 Classrooms will have dedicated seating plans.</p> <p>For staff-only spaces, staff will continue to spread out using the available space and respect room limits (e.g., lunchrooms/break rooms, photocopier rooms, main school offices, etc.).</p>	<p><u>Staggered start</u></p> <p>Elementary (K-6) 8:30-2:45pm High School (7-12) 8:40-3:00pm</p> <p>Entrance Assignment K- own door (south entrance) Gr 1 - East Door Gr 1/2 - Undercovered Area Gr 3 - Undercovered Area Gr 3/4 - Undercovered Area</p> <p>Gr 5 - Main Entrance Gr 5/6 - Main Entrance</p> <p>Gr 7 - Main Entrance Gr 8-12 - Main Entrance</p>
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Personal Protective Equipment (PPE)

All Staff

All K-12 staff are required to wear a mask or a face shield (in which case a mask should be worn in addition to the face shield) while inside the school building and on student transportation.

All staff working indoors at non-school sites (e.g. inside a building while on a field trip) are required to wear a mask or a face shield (in which case a mask should be worn in addition to the face shield)

Staff Working with Students with Complex Needs:

- Staff supporting students with complex behaviours, medical complexities, or receiving delegated care or instruction may be required to be in close physical proximity or physical contact with the student.
- Staff must wear a mask (medical only if indicated by VIHA or non-medical) when the service or care cannot be provided from behind plexiglass.
- Students in Grades K to 12 are required to wear a non-medical mask or face covering when receiving services indoors and a barrier is not present.

NOTE: Staff are provided with the necessary PPE for working with blood and bodily fluids (e.g., toileting, spitting, biting, first aid). This PPE includes, as required, N95 masks, gloves, and face shields.

Students

All students in Grades K to 12 are required to wear a non-medical face mask or a face shield (in which case a non-medical mask should be worn in addition to the face shield) while indoors in schools and on school buses.

Parents, Volunteers, Visitors, and Contractors

All parents, volunteers, visitors, and contractors are required to wear a mask or a face shield (in which case a non-medical mask should be worn in addition to the face shield) while indoors in schools and other worksites.

Exceptions

Exceptions to wearing face masks by

All staff, students and visitors must wear a mask if they are able inside the school building.

Specific Exceptions are limited to

- Psychological, behavioural or health condition impairment.
- Physical, cognitive or mental impairment.
- Temporary removal for purposes of identification.

General Exceptions are limited to

- eating and drinking.
- high intensity sports activities.
- engage in an educational activity that cannot be performed while wearing a mask (playing a wind instrument).
- a person is alone in a room.
- while communicating with a student with diverse needs where lip reading or lip movements are essential for learning.
- if a student is behind a barrier/divider or cubicle.

Regardless of mask status, all staff, students and visitors must wear a mask in congested areas. Some possible accommodations for unmasked staff or students could include

- Staggered entrance/ dismissal for recesses and after school.
- Wearing a face-shield
- Avoid using the area until safe to do so.

Proper fitting masks is a key factor in mask effectiveness. Mask wearing reminders will be given in the first week of school as part of morning devotions.

staff, students, volunteers, parents, or visitors:

- A person who cannot tolerate wearing a mask for health or behavioural reasons; called a **medical** mask exemption.
- A person who is unable to put on or remove a mask without the assistance of another person.
- If the mask is removed temporarily for the purposes of identifying the person wearing it.
- If the mask is removed temporarily to engage in an educational activity that cannot be performed while wearing a mask (e.g., playing a wind instrument, engaging in high-intensity physical activity, etc.).
- If a person is eating or drinking.
- If a person is behind a barrier/plexiglass.
- While providing a service to a person with a disability or diverse ability (including but not limited to hearing impairment), visual cues, facial expressions, and/or lip reading/movements are essential.

Important: Gagliardi Academy cannot require a health-care provider's note for staff, students, or visitors who cannot wear a mask. We trust that your exemption requests are for medical reasons only. However, non-mask-wearing staff, students, and visitors must maintain other protective measures instead of wearing a mask. These other protective measures include physical distancing and repeated hand sanitation.

Face masks described in this document are non-medical face masks that are a minimum of 2 or 3-ply and worn correctly. [How to Wear a Non-Medical Mask](#)

Plexiglass Use

Plexiglass droplet barriers are not recommended by public health except in specific applications.

Plexiglass barriers are available to staff for these specific applications.:

- With students with complex needs where proximity is required.
- When a teacher has a mask exemption and must work close

	<p>to students.</p> <ul style="list-style-type: none"> At reception desks or other locations that deal with visitors. <p>NOTE: Existing plexiglass and other barriers will remain in place at this time (i.e. Office, Library, Music Room)</p>	
Gatherings and Events	<p><u>School/Work Gatherings</u></p> <p>NOTE: The PHO Gathering and Events Order does not apply to K-12 schools or workplaces, including examinations and assessments when the event serves educational purposes.</p> <ul style="list-style-type: none"> Room occupancy limits will be respected as set by the Comox Fire Department. <ul style="list-style-type: none"> Classrooms 35 Chapel 125 Gym 450 The school will use the space available and spread people out as much as possible within it. Masks are required for staff, parents and visitors and students in grades K-12. <p>NOTE: The PHO Gathering and Events Order does apply to social events such as parties, celebrations, rentals, clubs, and theatre and concert performances.</p> <ul style="list-style-type: none"> This means, for example, that "indoor organized seated gatherings can have a capacity of 50 people or 50% capacity, whichever is greater. For example, if the venue has a normal seated capacity of 500 people, 250 people can attend." Gatherings and Events will fall under the PHO or federal Orders for COVID-19 vaccination (To be Determined). Rentals are permitted, and their organizers are required to: <ul style="list-style-type: none"> Must spread out in the space. Ensure their participants know and follow the school's COVID-19 rules, including staying home if sick, wearing masks, etc. Ensure rental participants comply with the provincial public health Orders on <i>Gatherings and Events</i> as well as any Orders stipulating vaccination requirements. 	<p>All assemblies and events, except Chapel, will be held virtually or videotaped for later viewing.</p> <p>If gatherings must be held, i.e. Chapel, attendance will not exceed 50% of room capacity, and no visitors allowed.</p>
Staff Rooms/Break	Staff are encouraged to take their	Continue with August 24th

<p>Rooms</p>	<p>breaks outdoors.</p> <p>Practice hand hygiene before and after eating or drinking.</p> <p>Spread out in the space. However, strict 2 m physical distancing is not required.</p> <p>Eat lunch in lunchrooms/break rooms seated.</p> <p>Masks may be removed while seated and for eating and drinking and must be worn afterwards if staying in the lunch/break room to socialize or for other purposes.</p> <p>Respect room occupancy limits for these spaces.</p> <p>Clean regularly. Cleaning supplies are provided in staff rooms to permit staff who wish to disinfect their table before use.</p> <p>NOTE: Staff are reminded to consider staff comfort levels and what is happening in the community when arranging staff rooms.</p>	<p>protocols and procedures with the exception of the necessary occupancy limits. See page 9.</p>
<p>School Main Office</p>	<p>Spread out in the space. However, strict 2 m physical distancing is not required.</p> <p>Respect room occupancy limits for these spaces as typically used (set by the fire department).</p> <p>Masks may be removed while seated in private offices and at assigned workstations in the main school office. Masks must be worn to move around in the school office, photocopy room, school, and service counter/reception.</p>	<p>Continue with August 24th protocols and procedures with the exception of the necessary occupancy limits. See page 9.</p>
<p>Transportation</p>	<p>Gaglardi Academy uses a combination of external carriers (First Student Buses) and volunteer drivers to transport students to and from school field trips and activities.</p> <p>When students and staff are using external carriers, the following protocols are required.</p> <ul style="list-style-type: none"> ● All adult riders and students grade K-12 must wear masks, and no mask exemptions are permitted. ● Staff and students are required to sanitize their hands before and after a bus journey. ● School buses may arrange for 	<p>Continue with August 24th protocols and procedures.</p>

	<p>dedicated seating for consistency of contact.</p> <ul style="list-style-type: none"> • Bus Drivers will spread students out if empty seats are available. 	
Carpooling	<p><u>Requirements for volunteer drivers</u></p> <ul style="list-style-type: none"> • Spread out vehicle occupants as much as possible. • Travel with the same people whenever possible. • Open windows when the weather allows. • Clean hands before and after trips. • Clean frequently touched surfaces regularly. • Adults and students must follow the requirements for masking (see the section on PPE) <p><u>For personal carpooling</u></p> <ul style="list-style-type: none"> • BCCDC recommends: "All people five years and older are encouraged to wear masks while carpooling, with exceptions outlined in the Personal Protective Equipment section of this document. Masks are not required if carpooling with members of the same household." 	<p>Continue with August 24th protocols and procedures with addition.</p> <p>When carpooling outside family members, all must wear masks.</p>
Libraries and common learning spaces	<ul style="list-style-type: none"> • Textbooks, paper, paper-based products are safe. There is no evidence that viable COVID-19 viruses are transmitted via paper-based products. 	Continue with August 24th protocols and procedures.
Music Programs	<p>Masks can be temporarily removed while engaging in an educational activity that cannot be performed while wearing a mask (e.g., playing a wind instrument).</p> <p>Masks must be worn while singing.</p> <p>Shared equipment must be cleaned and disinfected (see the section on Cleaning and Disinfecting Equipment). Equipment that touches the mouth (e.g., instrument mouthpieces, recorders) should not be shared unless cleaned and disinfected in between users.</p> <p>Students and staff are to practice proper hand hygiene before and after using music equipment.</p>	<p>Includes K-12 students and staff. Continue with August 24th protocols and procedures.</p> <p>Limit singing to outdoors only.</p>

<p>Physical Health Education (PHE)</p>	<p>Staff and students are to spread out within available space, and outdoor activities and programs are preferred, when possible.</p> <p>K-12 staff and students in Grades K to 12 are required to wear masks indoors during PHE classes when they are moving to and from the gym, while in the changerooms, and when exiting the changerooms.</p> <p>Students are not required to wear masks during high-intensity physical activities (e.g., stationary bike, weightlifting, basketball, volleyball, soccer, beep tests, fitness tests). Mask use during these activities are left to a student's personal choice.</p> <p>Staff are encouraged to move high-intensity physical activities outdoors whenever possible.</p> <p>Shared equipment can be used, provided it is cleaned and disinfected once a day. Equipment that touches the mouth (e.g., water bottles) should not be shared unless cleaned and disinfected in between users.</p>	<p>Continue with August 24th protocols and procedures except:</p> <ul style="list-style-type: none"> - When the teacher is not engaged in the physical activity, they must wear a mask while inside the gym - Improve the cool-down time before transitioning to class.
<p>Playgrounds/Fields</p>	<p>Playgrounds are safe environments, and there is no evidence of COVID-19 transmission using playgrounds.</p> <p>Ensure proper hand hygiene before and after playing outside.</p> <p>Attempt to minimize unintentional physical contact between students.</p>	<p>Continue with August 24th protocols and procedures.</p>
<p>School Sports</p>	<p>Intra- and inter-school programs, activities (e.g., intramurals, sports team practices, games), sports academies and events can continue when schools, staff, and students follow the requirements of relevant local, regional, and provincial public health recommendations and Orders for community gatherings.</p> <p>Sports activities should be held outside when possible.</p> <p>Use all available space to spread students and staff out as much as possible.</p> <p>Staff and students must practice proper hand hygiene before and after sports and after handling shared sports</p>	<p>Continue with August 24th protocols and procedures except</p> <p>extracurricular sports tournaments will be paused until further notice.</p>

	<p>equipment.</p> <p>Masks are to be worn by K-12 staff and other adults as well as students in grades K to 12 when indoors.</p> <ul style="list-style-type: none"> • Students are not required to wear masks during high-intensity physical activities, as stated above in the PPE section. <p>Shared equipment can be used, provided it is cleaned and disinfected once a day. As well, equipment that touches the mouth (e.g., water bottles) should not be shared unless cleaned and disinfected in between users.</p>	
Extracurricular Activities	<p>Staff may sponsor student intra- and inter-school extracurricular activities, and special interest clubs can occur in alignment with this document and requirements of relevant local, regional, and provincial public health recommendations and Orders for Gatherings and Events.</p> <p>This means, for example, that “indoor organized seated gatherings can have a capacity of 50 people or 50% capacity, whichever is greater. For example, if the venue has a normal seated capacity of 500 people, 250 people can attend.”</p>	<p>Extra-curricular activities are limited to students and staff only. No visitors/spectators allowed in the facility.</p> <p>Interaction between groups of students from different grades will be managed to limit group size and grade span.</p>
Field Trips/Studies	<p>Overnight and international trips are permitted at this time, depending on the local, regional, provincial, or international public health regulations. Staff must plan field studies/trips that align with relevant local, regional, provincial and federal public health recommendations and Orders.</p> <p>Field trip staff sponsors must ensure that any volunteers providing student supervision are trained in and strictly adhere to the COVID-19 and communicable disease prevention requirements in this document.</p> <p>For transportation, including school buses, public transit, and carpooling, see the section on these topics in this document.</p>	<p>Continue with August 24th protocols and procedures.</p>
Food Service & Food Fundraisers	<p>Staff are to emphasize that food and beverages are not to be shared among other students.</p> <p>The Hot Lunch Program can continue</p>	<p>Continue with August 24th protocols and procedures.</p>

	<p>provided that vendors operate a VIHA approved commercial facility.</p> <p>Volunteers must be masked and trained in COVID food handling measures.</p> <p>The sanitizers used in meal programs must be approved for food service.</p> <p>Disposable, non-latex gloves are worn by volunteers/staff handling/serving food.</p> <p>Students may share food together only if participants collectively made the food together.</p> <p>Commercially prepared food from a licensed facility may be shared among students, cafeteria-style (one person acting as a server to all)</p>	
Lockers, water fountains and washrooms	<ul style="list-style-type: none"> • Student lockers can be used as it is better for personal items to be stored in a locker than to be stored in classrooms or carried throughout the school. • Water fountains are available. • Washroom and sink access will not be limited. 	Continue with August 24th protocols and procedures.
Dual Credit including Trades in Training	Grade 12 students taking dual credit courses at NIC must be aware of and adhere to the communicable disease plans set out by the relevant post-secondary institution.	Continue with August 24th protocols and procedures.
Work Experience	Grade 12 work experience programs can continue provided work placements adhere to BCCDC protocols and have a valid WorkSafe approved COVID Safety Plan.	Continue with August 24th protocols and procedures.
Emergency Drills	IMPORTANT: In the event of an actual emergency, procedure modifications for COVID-19 must be suspended, and typical procedures followed to ensure a timely, efficient, and safe response.	Continue with August 24th protocols and procedures.
Childhood Immunizations	<p>Public health strongly encourages all eligible students and staff to be fully vaccinated (e.g., receive two doses) against COVID-19 to protect themselves and those around them, including those who are not eligible to be vaccinated.</p> <p><i>Regular</i> (non-Covid related) Grade 6 and 9 Immunization programs will resume with Public Health.</p>	Continue with August 24th protocols and procedures.

PART THREE

Monitoring, Communications, and Review

We desire to provide excellent Christian education in a kind and safe community.

As the Gaglardi Academy community is small, every community member is encouraged to help the school monitor adherence to this Communicable Disease Plan. If this plan is not being followed, please do not confront the person directly, but gently communicate with either the school Director, Mrs. Pitcher, or the Principal, Mrs. Penner, via email or in-person with your concern.

Health and safety information is posted on the website, and parents/guardians will receive emails to update important information. Parents/guardians are encouraged to regularly check the webpage for updates for new information on COVID-19.

This Plan will be updated from time to time based on the changing climate within our Health Authority or by direction from the BCCDC and the Ministry of Education. The Communicable Disease Plan is posted on our website in the Policy Manual section under Health and Safety.

Sources and Resources

[Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings](#)

[BCCDC Guidance for K-12 Schools](#)

[Reader-Friendly Version](#)

[DAILY HEALTH CHECK](#)

[Management of Illness and Exposure at School](#)

[How to Wear a Non-Medical Mask](#)

[Hand Washing Technique](#)