



TO LEARN, TO LOVE, TO SERVE.

AVALON ADVENTIST CHRISTIAN ACADEMY & AVALON PRESCHOOL STAGE 2 HEALTH & SAFETY PLAN FOR FAMILIES

As we prepare to reopen classrooms, as per Stage 2 guidelines, we will need to make changes to our operational procedures for the school. It is our earnest desire to provide a safe and happy place for students to return to.

- The procedures and protocols presented in this plan may require adjustments as we work with students and staff and as new government expectations are passed on to us.
- This plan will be distributed to all school board members, teachers, staff, and parents. It will also be posted in common areas of the school for people to look at and refer to.
- This Safety plan implements the Provincial COVID-19 Health & Safety Guidelines for K-12 Settings, the COVID-19 Public Health Guidance for K-12 School Settings and Work Safe BC guidelines.

ARRIVAL AT AVALON AND HEALTH CHECKS

Students will be greeted at the front door by either administration, teacher, or staff member.

All middle grade students (grades 4-9), staff, parents, or visitors will need to wear a mask upon entering the building. Everyone will be asked to wash their hands with the provided hand sanitizer and then proceed to their designated area. Both staff and students will be asked how they are feeling that day.

- Any staff member not feeling well will be asked to return home.
- Any students including those of essential workers not feeling well will be removed from their classroom and parents will be called to come immediately to pick up their child.
- All students will go directly to their designated classrooms and proceed with their daily activities under direction of their teachers.
- An adjusted morning gym schedule has been made. Students are placed in cohort groups and only one cohort group can be play in the gym at one time. So please have your children go first to their classroom and check with their classroom teacher.
- The government does not require that we take temperature checks of every child every day.

GATHERINGS AND EVENTS

School gatherings. Should occur withing the cohort and occur infrequently.

-Avalon will seek virtual alternatives wherever possible when a group is gathered. This will include assemblies, extracurricular practices, and other activities. If a virtual alternative is not possible the gathering will be limited to one cohort

-All gatherings at the school, including social gatherings of students and/or staff will comply the PHO Order for Gatherings and Events.



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VISITORS

- All visitors will need to provide active confirmation (e.g., sign in at entry, email before entry, etc.) that they have no symptoms of illness and are not required to self-isolate before entry.
- Avalon will keep a list of the date, name and contact information for all visitors who enter the school
- All visitors will need to wear a face mask when in the school. Exceptions will be made for visitors who cannot tolerate masks for health or behavioural reasons.

FACEMASKS

- Masks are not a replacement for physical distancing. Efforts should continue to focus on using all available space and preventing crowding or close gatherings.
- Each student/staff have been provided two reusable masks. If they need an additional mask, they need to pick one up at the school office.
- 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) indoors in schools and on school buses - both within and outside of their learning group.
- All students in Grades 4 to 12 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) indoors in schools and on school buses - both within and outside of their learning group.
- Students in Grades K to 3 are encouraged to wear a mask indoors in schools and on school buses but are not required to do so - mask wearing remains a personal or family/caregiver choice for these students, and their choices must be respected.
- Even when wearing a mask, students/staff will still be required to maintain physical distance between learning groups.
- Any guests or parents in the school will need to wear a mask. The office has disposable mask are in the office and one will be provided to you upon entry of the school.
- Face shields can be worn in place of masks when communicating using lip reading, when visual cues are essential, or when people may be unable to wear a mask due to a medical condition.

EXCEPTIONS FOR STAFF, STUDENTS, AND VISITORS

The guidance outlined above regarding mask requirements does not apply to staff, students and visitors in the following circumstances:

- to a person who cannot tolerate wearing a mask for health or behavioral reasons.
- to 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 purpose 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 a high intensity physical activity, etc.)
- if a person is eating or drinking
- if a person is behind a barrier
- or while providing a service to a person with a disability or diverse ability (including but not limited to a hearing impairment) where visual cues, facial expressions and/or lip reading/movements is important.

OFFICE

- Please stay behind plexiglass barriers when talking with office personnel
- To maintain physical distancing, we ask that only one parent group be in the office at a time. If waiting, we ask you maintain distance between you and the next person.

FLOOR DECALS & SIGNS

We ask that you follow these visual reminders as they are for the safety of everyone in the building.

HALLWAYS AND COMMON AREAS

- Students will be asked not to linger in the hallway. When using the hallways, they allow for as much space as possible when passing other students.
- Students will always be expected to keep a 2-metre distance when in common areas such as hallways, the gymnasium, and on the playground.
- There will be no large group gatherings at any time in any designated area.

PHYSICAL DISTANCING (2 METRES) IN BUILDINGS

Our goal is to encourage, supervise, and always maintain physical distancing protocol during the school day. We know that realistically this may not be possible 100% of the time as students make their own choices and sometimes forget expectations when they are excited about being with their friends. When we see distancing protocol not being followed, we will quickly remind and assist students in moving apart.

- We ask students avoid close greeting (e.g., hugs, handshakes).
- Students will be regularly reminded to keep hands to themselves.
- When transitioning from one location to another, physical distancing expectations will be emphasised. Walking at a spaced distance through the halls, small groups transitioning at one time, and close supervision will all be in place.

CLASSROOMS

- In classrooms, desks and workstations will be arranged to allow as much space as much as possible. Students will have all necessary supplies available at their designated work area so they will not need to share, borrow, or move into other's work-zones. Items that are not easily able to be cleaned will be limited. We do ask that students don't share any supplies or toys with each other.
- Teachers will wipe off all surfaces middle of the day as well as the end of the day once students are gone. This includes desks, tables, and any other high traffic areas.
- Sports equipment, music equipment, manipulatives, keyboards, tablets, and areas touched more frequently or used by multiple students will be cleaned twice a day.
- Items that are not easily cleaned will may be more limited. If they are used students will need to sanitize before and after each use.
- Classrooms will have opportunities to have lessons outdoors, when weather permits, giving students access to lots of fresh air and distancing opportunities. As some classes will be outside frequently during the day, please be sure students have appropriate clothing for the weather.

*There is no evidence that COVID-19 virus is transmitted via textbooks, paper or other paper-based products. As such there is no need to limit the distribution of books or paper based educational resources to students because of COVID 19.



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VENTALATION

During breaks and other times throughout the day teachers will open classroom doors and /or windows to enhance air exchange in the room.

SPACE ARRANGEMENT

- Teachers will spread students out as much as possible in the classroom and during gym activities.
- Avalon staff will avoid activities that require close face-to face contact.

BUS/VAN USE

- All staff and students (grades 4-9) must wear masks while in the school van.
- All K-3 students are strongly encouraged to wear a mask while in the van.
- Students should clean their hands before they enter or exit the school van.
- When weather permits open windows to allow air flow.

WATER FOUNTAINS/MICROWAVES

Water fountains will **not** be available for use. Students need to have a personal water bottle with them to be filled at sinks with the assistance of a teacher or educational assistant. Microwaves may be used by students but under the assistance of the classroom teacher or educational assistant only. To aid in this area it is best to send non microwavable food if at all possible. Students are not allowed to share any food or drinks with their friends at this time.

FOOD & BEVERAGE

- Students are not allowed to share food with others in the classroom
- At this time, we are not allowed to permit homemade food items to be shared at this time. (e.g. birthday treats, bake sale items)
- All food items that are given to a student by a teacher and or by a class treat needs to be a store-bought pre-packaged item.

PLAYGROUNDS/OUTDOOR ACTIVITIES

We have been informed that school playground equipment is considered safe and can be open for students to use. There will be a limited number of students on the various sections of the playground at any one time.

- Students also will be able to use other play equipment such as balls, skipping ropes etc.
- Students and staff will need to follow appropriate and hygiene practices before, during, and after outdoor play.

JANITOR CLEANING & SANITATION

- All classrooms' desks, lockers, washrooms, halls, and door handles will be cleaned and sanitized every day.
- Washrooms, sports equipment, manipulatives, keyboards, and areas touched more frequently or used by multiple students will be cleaned twice a day.
- Items that are not easily cleaned will may be more limited. If they are used students will need to sanitize before and after each use.
- To reduce the amount of cleaning and sanitation needing to be done each day, students will have their own personal materials to use.



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ASSEMBLIES

Avalon will seek virtual alternatives wherever possible when a group is gathered. This will include assemblies, extracurricular practices, and other activities. If a virtual alternative is not possible the gathering will be limited to one cohort. If students are not having worship with one of the pastors, they will continue with their regular morning worship by their classroom teacher.

COMMUNITY USE OF SCHOOL

Anyone requesting to use Avalon facilities must be in compliance with relevant orders from the provincial health officer including the events and gathering order and any other related guidance.

BRINGING MATERIALS INTO THE SCHOOL

Students will need to keep things that they bring to school inside their lockers. These things may include backpacks, lunches, jackets/sweaters etc. These things are not to be left lying around the classrooms and hallways. Snacks and lunches will be taken out during appropriate break times.

HAND SANITIZING AND CLEANING

Students will be required to wash and/or sanitize their hands each time they change locations (arriving at school, classroom to playground, playground to classroom, leaving school) and at various select times of the day. Both front and back entrances, each classroom, office, and designated spots in the hallways have wall mounted hand sanitization stations. Bottles of hand sanitizer will also be strategically placed around the school for general use.

RESPIRATORY ETIQUETTE

- Cough or sneeze into your elbow sleeve or tissue. Throw away any tissues and immediately perform proper hand hygiene.
- Refrain from touching your eyes, nose or mouth, with unwashed hands
- Refrain from sharing any food, drinks, or utensils.

WASHROOMS

- For washroom use, teachers will allow one student out of the room at a time.
- Only two people will be able to use the bathroom at a time.
- Washrooms will be cleaned twice a day. The school janitor will clean both in the middle of the day and each evening.
- Proper handwashing posters will be placed in each bathroom to educate on proper handwashing procedures

DISMISSAL PICK UP AT THE END OF THE DAY

At the end of the day students will be dismissed by their cohort/learning group. We ask that you pick up your child immediately and take them home according to their designated pick-up location listed below

Kindergarten- At the back outside exit door of the classroom by the side of the school.

Grades One & Two- At the front exit door of the classroom attached to the parking lot.

Grades Three & Four- At the front exit door of the classroom attached to the parking lot.

Grades Five & Six- At the school main doors

Grades Seven & Nine- At the gym exit doors attached to the side parking lot.



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COHORTS/LEARNING GROUPS

A cohort is a group of students and staff who remain together throughout a school term. The use of cohorts in schools allows for a significant reduction in the number of individual interactions, while allowing most students to receive in-person learning in a close-to-normal school environment. Interactions within the cohort will vary, with classes continuing as the primary form of grouping where students will spend the majority of their time.

For elementary students the maximum learning group is 60. This number includes student, teachers, educational assistants, and volunteers. At Avalon we are separated into 3 learning groups.

- 1) Preschool – Grade Two
- 2) Grades Three – Six
- 3) Grades Seven – Nine

The goal of learning groups is to reduce the risk of transmission. Students need to maintain no physical contact and maintain social distancing as much as possible. Three things to maintain while in a learning group:

- Remain in their cohort group
- Maintain physical distancing
- Use mask if physical distancing cannot be maintained

HEALTH SECTION

Stay Home When Sick

One important thing to do is a daily health check.

1. Before coming to school each morning 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.
2. Once they come to school, they will be greeted at the door by a staff member and asked how they are feeling. If they are feeling fine and visually look great, they will be asked to sanitize their hands and then proceed to their respective classrooms.

Students and staff should stay at home when new symptoms of illness develop. The key symptoms to watch for are fever, chills, cough, shortness of breath, loss of sense of smell or taste, nausea, vomiting and diarrhea.

1. If the staff or student (or their parent) indicates that the symptoms are consistent with a previously diagnosed health condition and are not unusual for that individual, they may return to school. No assessment or note is required from a health care provider.
2. For mild symptoms without fever, students and staff can monitor at home for 24 hours. If symptoms improve, they can return to school without further assessment.
3. If symptoms include fever, or if after 24 hours, symptoms remain unchanged or worsen, seek a health assessment. A health assessment can include calling 8-1-1, a primary care provider like a physician or nurse practitioner or going to a COVID-19 testing center.



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If a student begins to develop symptoms while at school during the school day

- If students are sick or showing symptoms they will need to come to the office. The secretary will call their parent and they will need to go home. If symptoms of COVID 19 are present the school will be in contact with the local health authority and proper protocols and procedures will be followed from that point on.

What about other family members and sickness?

Students or staff may still attend school if a member of their household develops new symptoms of illness, provided the student/staff has no symptoms themselves.

For students/families that are traveling, or they have symptoms of COVID 19

- All students and staff who have symptoms of COVID-19 or travelled outside Canada in the last 14 days and/or were identified as a close contact of a confirmed case or outbreak must stay home and self-isolate, including children of essential service workers who are ill.

If a **COVID-19 test is not recommended** by the health assessment, the person can return to school when symptoms have improved, and they feel well enough. Testing may not be recommended if the assessment determines that the symptoms are due to another cause

COMMUNICATION

The priority is to ensure everyone is safe and we are moving forward as best as we can. If you have any questions, please contact the school principal. Important information to be shared with parents will be done through the office and will be posted on our school website and social media accounts.

With regards and prayers for every family,

Andrew Savenye
Principal