



COVID-19 Health and Safety Plan 2020/2021

for Preschool, Junior Kindergarten,
Elementary and Middle/High School Programs

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Foundational Principles

The health and well-being of our students, teachers, support staff, parents and visitors to all ArtsCalibre Academy Programs and campuses is our highest priority as we move into the new school year. By adhering to and exceeding the guidelines of the Provincial and Federal Ministries of Health, the Ministry of Education, Island Health and other partner organizations, we have developed a comprehensive plan to minimize the risk of COVID-19 at our schools. Educators, administrative and support staff, families and students all play a key role in protecting our school community from, and minimizing the impact of, infection and illness. This is especially important now as we work together to prevent and minimize the spread of COVID-19 as we start the school year.

We are planning for all students to be attending in-person classes come September 2020. When school starts, there will be a number of measures in place, including:

- All students, teachers, support staff, parents and visitors must assess their own health, and their child's health where applicable, prior to coming to school. Anyone who is feeling unwell is required to stay home.
- Increased physical distancing measures, including floor labelling, barriers and reduced furniture in classrooms and common spaces.
- More handwashing and hand sanitizing stations.
- Increased frequency and intensity of cleaning protocols, particularly on high-touch surfaces.
- Staggered arrival and departure times.
- An isolation area set up in the event that someone starts exhibiting symptoms during the school day.
- Even where not required in school settings according to regulations, the use of face masks will be considered when prolonged 6-foot (2 metre) physical distancing cannot be achieved.
- Opening of an additional school campus (3909 St. George's Lane) to further promote social distancing and maintain the continuity of our programs.

All plans are subject to change, with health and safety at the centre of all decision making. We will continue to monitor the COVID-19 situation daily, and respond appropriately by taking our lead from health experts, Ministry guidelines and provincial mandates. In anticipation of the unknown, we are creating a multi-stage education plan which allows us to quickly transition to different learning models, if schools are mandated close or further reduce the number of people on campus.

We have a shared responsibility in preventing the spread of the virus. We must all do our part by washing our hands, keeping a safe physical distance from one another, and staying home when we feel ill. The following pages detail the plan and framework for how ArtsCalibre Academy plans to keep our community safe and healthy. It is the responsibility of all school staff, students and families to know and practice all of these preventative measures and procedures.

Communicating with Parents

There will be ongoing communication with parents and guardians in the lead-up to September and throughout the school year, to maintain a strong connection and open line of communication between school and home. This will provide direct, effective and clear access to any changes or important information about school. Our website will also be updated regularly. Families should also expect to receive specific updates from the Executive Director, Assistant Director, other administrators and your child's homeroom teacher.

Academics

Our teachers and administrators are planning for an in-person experience for students which prioritizes health and safety as well as a superb education. Our plan will aim to ensure a consistent education for students, whether we are all on campus together or learning remotely.

ArtsCalibre Academy's programs will see a variety of changes, including:

- Smaller class sizes in redesigned and repurposed spaces, to accommodate physical distancing requirements.
- More scheduled and integrated outdoor times.
- Teachers will support students who are away from school due to illness, with distance education resources and supplies.

Arts, Traditions, After School Programs and Gatherings

Our school is built upon the Arts-inspired experiences that we provide for our students, and this school year will be no exception. We intend to offer as many options as possible, however, physical distancing requirements will result in changes to what is available.

- Arts and music programs will continue as part of our daily onsite school programming, with more homeroom learning, group-based instruction, and minimal rotation between specialty teachers. Classes will be offered in more physically distanced spaces, and may be offered with an online component in order to maintain health and safety protocols.
- Our school is exploring options for hosting smaller performances and community events, given the restrictions on large gatherings.
- A full contingent of school traditions and After School Programs will be provided, while recognizing that some activities, such as those that require close interaction, will be different.
- Small assemblies of students and parents will be held in person, in smaller, staggered gatherings. Director/Parent Meetings, Parent/Teacher Conferences and other community events will be held online.

Preventative Protocol

Clean Schools

- Custodians will carry out ongoing cleaning and disinfection, focusing on high-touch areas daily.
- Custodians will deep-clean schools nightly.
- All staff will be trained in the COVID-19 Health and Safety protocols maintained at the school.

Healthy Occupants

- All school staff must complete a Daily Health Self-Assessment, including a verbal check-in and temperature check.
- Staff should promote understanding of the Daily Health Self-Assessment within their work environment and the school population.
- Students and any other visitors must complete the Daily Health Self-Assessment prior to entering the school or worksite.
- Staff and students must go home if they are sick, where they should remain until recovered.
- Staff must follow the appropriate protocol with the onset of any student/visitor illness.

Physical Distancing

- All persons must maintain appropriate physical distancing, remaining a minimum of 2 meters apart.
- The maximum occupancy of each multi-user location will be reduced to meet this requirement.
- Staff and students will become familiar with social distancing rules through training, school signage and other site markers.

Training and Education

All school staff are required to:

- Review health and safety documents and all periodic updates as distributed by the District and Administration.
- Participate in "hands-on" training sessions as required to operationalize health and safety guidelines.
- Be familiar with and always practice all school health and safety protocols.

School Site Protocols

1. Preventative Measures

1.1 Cleaning

- All school spaces currently in use are cleaned and disinfected daily by custodial staff.

- Twice daily, high-touch surfaces such as entrance and exit handles, washroom faucets and toilet handles, hallway seats and tables are cleaned and disinfected by custodians and teachers.
- The school will provide readily accessible spray bottles with approved and properly mixed disinfectant, cleaning cloths and/or paper towels for “as needed” cleaning by any staff member.
- All supplies will be appropriately labelled.
- A safe storage area will be designated by the school for all “as needed” cleaning supplies.
- Each school campus will be thoroughly cleaned nightly.
- Custodial staff and Administration will ensure ongoing top-up of hand washing supplies and alcohol-based sanitizer.

1.2 Hygiene

Good hygiene – such as measures to prevent the common cold or flu, as well as physical distancing – are considered the most effective way to prevent COVID-19 illness, and include:

- Washing hands frequently with soap and water for at least 20 seconds.
- Using alcohol-based hand sanitizer if soap and water are not available.
- When coughing or sneezing:
 - Cough or sneeze into a tissue or the bend in your arm, not your hand.
 - Dispose of any tissues you have used as soon as possible in a lined wastebasket, and wash your hands afterwards.
- Avoid touching your eyes, nose or mouth with unwashed hands.
- Go home if you feel unwell.
- Seek medical attention if you show signs of illness, and follow containment procedures.
- Maintain a distance of 2 meters (6 feet) from anyone who is coughing or sneezing.

Handwashing is required:

- Before leaving home, on arrival at school/work, and before leaving it.
- After using the toilet.
- After breaks and sporting activities.
- Before eating any food including snacks; this also applies if assisting others with eating.
- Before touching your face (nose, eyes or mouth).
- Before administering medications.

1.3 Daily Health Self-Assessment

Anyone who wishes to attend school must check themselves for symptoms of any sickness prior to coming to school. Symptoms include:

- Coughing
- Sneezing
- Fever (greater than 37.5 °C using a thermometer)
- Sore throat
- Shortness of breath/difficulty breathing
- Headache
- Chills
- Feeling unwell/fatigue
- Aches and pains
- Diarrhea
- Nausea/vomiting

If you have any of the above listed symptoms, please stay home. We recommend using the Province's [COVID-19 Self-Assessment Tool](#) for guidance. Please notify the school immediately of your absence.

Staff and students will participate in a Health Self-Assessment upon arrival each day. This will include a touchless temperature check, verbal check-in and hand sanitization.

2. School Based Requirements

2.1 Handwashing Facilities

- Soap and water are the preferred method of sanitizing hands. Hand sanitizers will be used as an alternative to handwashing where sinks are not available. All staff and students will be required to sanitize their hands before entering and exiting the building throughout the day, including before and after each recess.
- The maximum occupancy of each student washrooms will be posted.
- Handwashing instruction should take place at least once weekly with each group of students in the Preschool and Elementary Programs.
- Handwashing signage will be posted throughout the school.

2.2 Contained area

- School Administration will select a separate area to be used for isolating a sick child while awaiting parental/caregiver pick-up, which also allows for safe supervision.
- The selected area will ideally have access to a sink and handwashing supplies. At minimum, it will be supplied with a hand sanitizer dispenser and waste receptacle.

2.3 Water Coolers

- Water Coolers will not be in use during this time.
- Bottle-filling taps in the washrooms will remain open to provide a drinking water source where needed, but students and staff are encouraged to bring with them the water they need for the day.
- Where possible, bottled spring water (supplied by a local vendor) will be provided, outfitted with properly sanitized hand pumps.

2.4 Food Safety

- Students will be instructed not to share food or drinks.
- **Staff and students will be asked to bring all necessary food for the day, and to take all personal belongings, garbage and recycling home at the end of each day.**
- There will be no preparation or handling of food at school at this time.

2.5 Shared Spaces:

Bathrooms: Staff and students will sanitize washrooms after each use using an approved spray bottle, disinfectant and paper towel (younger students will have the support of a staff member to do this safely). This practice will be required after each washroom use due to the configuration of these facilities at our school.

- Photocopier: All those who use the photocopier will be required to wear gloves. Only one person at a time is permitted to use the copier, according to physical distancing rules.

- Resource Room: The use of shared resources will be limited, and surfaces and equipment used by more than one person will be disinfected before and after each use. The number of people in each resource room will be limited. Online resources will be recommended.
- Staff Room: Staff will wash their hands before and after entering the staff room, and will always maintain a safe, two meter distance from one another. They will be asked to bring their own lunches which do not require preparation/heating at the school. They will not use the microwave or stove, will limit fridge use, and will wear gloves when using the coffee maker or kettle. Staff will also disinfect surfaces used in the staff room before they leave.
- Kitchen Use at School: Use of the kitchen will be limited to maintain health and safety protocols at school. No microwaves will be used by students or staff. This applies also to the stove and all kitchen utensils.

3. Classroom Environment

Students will be organized into small learning groups which remain together throughout the day. Their transitions to different learning spaces will be minimized, and learning spaces will be configured to support physical distancing.

There will be no more than 10 students in an Elementary learning group, and no more than 15 in a Middle/High School learning group.

Each learning group room will have a designated disinfecting spray and hand sanitizing spray for exclusive use within that space.

Cubbies and lockers will not be used in any school program at this time. Students are required to bring a backpack or bag to school each day to hold and transport their belongings. This will be taken home at the end of each day.

3.1 Handwashing/sanitizer

- Classrooms which do not have a sink will develop a plan for regular hand hygiene, using the nearest washroom and hand sanitizer.

3.2 De-cluttering

- Teachers will de-clutter classrooms to facilitate effective and efficient cleaning.
- All non-essential supplies and equipment will be removed or relocated to another designated space in the classroom or school.
- All fabric and soft-surface materials (such as carpets and blankets) will be removed.
- Desktops and counter surfaces must be kept clear to facilitate ongoing disinfection throughout the day, and to allow for nightly custodial cleaning/disinfection.
- Teaching staff will direct students to take home any unnecessary personal items, and have them keep necessary belongings in their backpacks for storage and transport.

3.3 Toys and Manipulatives

- Toys and manipulatives will be reduced as much as possible. Only those items which can be readily disinfected may remain. Staff will develop a plan for the disinfection of these remaining toys and manipulatives.
- No plush toys will be allowed at school.
- Students must not share any personal items.

3.4 Specialty Subject Learning:

- Art Class: Elementary students will participate in Art activities within the “Arts Studio” Space in the multipurpose room at that campus. Middle and High Schools will have Art classes in their respective learning spaces. Students will use the plexiglass tables and plastic chairs. They will sanitize their hands before and after class, and will use their own supplies in class. Any specialty tools will be sanitized before and after each lesson.
- Gym Class: Gym classes will be held in larger learning spaces, and outdoors when possible, to promote social distancing. Students will participate in their own learning group and be instructed by their homeroom teacher, to reduce the number of people in one space as well as the number of teacher contacts between students. Students will sanitize their hands before and after class, and will use their own individual equipment (if required) which will be sanitized before and after class.
- STEAM* Lab (*Science, Technology, Engineering, Arts and Mathematics): Science and elective teachers will develop a plan for ongoing disinfection of high-touch areas within the STEAM lab, and will educate and direct students to ensure adequate cleaning and disinfection of equipment, tools and supplies before and after their use.
- Shuttle Transportation: Students and staff who use the school shuttle bus will be required to wear masks while on board, and to sanitize their hands when entering and exiting the vehicle.
- Before and After School Classes: These will be limited to 10 students per class, and will maintain all the cleaning and social distancing protocols practiced elsewhere within our school programs.
- **There will be no swimming lessons offered as part of our Physical Education Program this year.**

3.5 Keyboards and Electronic Devices

Keyboards/mice, mobile phones, tablets and other frequently touched electronic devices can harbour harmful microbes. The use of these items will be very limited at school, and wherever possible, such devices and supports will be assigned for exclusive individual student use.

4. Healthy Attendance

4.1 School or Other Site Attendees (Students, Staff and Others)

- All attendants must complete a **Daily Health Self-Assessment** (see section 1.3). **Should a potential attendee show any signs of illness, they will not be permitted to attend the school or worksite.**
- Any person with symptoms outlined on the Daily Health Self-Assessment is to complete the [COVID-19 Self-Assessment Tool](#) or consult with a medical practitioner, and follow any recommendations for testing and/or isolation. If an individual is determined not to be infectious (through a combination of testing and general symptom improvement), that person may be able to return to their usual activities.

4.2 Sick Attendee Procedure

- Any staff member who begins to exhibit symptoms of illness during the work day must go home and should immediately seek medical attention as appropriate.
- Any child exhibiting COVID-19 symptoms must immediately be separated from others and supervised in a separate area, until they are able to leave. **Pick up protocol is to be followed.**
- In any shared areas such as classrooms, hallways and washrooms, any immediate hazards (such as bodily fluids) must be cleaned following the Safe Work Procedure for Bodily Fluids.
- High-touch surfaces throughout the school will continue to be cleaned on the regular schedule.
- Access must be restricted to the separate waiting area, which will need to be cleaned and disinfected prior to being used by anyone else.
- Staff supervising the affected student will wear the designated Personal Protective Equipment (PPE) provided by the school.
- The Director will inform the appropriate Health and Safety contacts, and the custodian for proper cleaning.

4.3 Pick Up Protocol

- Parents/caregivers must be notified and advised to pick up their sick child immediately.
- Should any child present with symptoms, they will be sent home. The student will be isolated, and their parent/caregiver will be contacted immediately. The student must be picked up **within 30 minutes of this contact**. Families must ensure that they have a designated pick up person who can reach the school within this timeframe.
- Schools will ensure that the pick up person is formally listed on the child's file for safe release.
- When the parent/caregiver arrives to pick up the child, they will **phone the school indicating they are in the parking lot**, at which time the child will be escorted out of the building by a staff member to meet them.

5. Physical Distancing

5.1 Within the Building

- Staff and students will follow traffic flow planning/signage/markers to reduce congestion in hallways and other confining spaces.
- Staff and students will use signage and floor markers as daily visual reminders to remain aware of physical distancing.
- Schools will arrange furniture in learning spaces to maintain and promote this distancing.
- Students will be dropped off and picked up in staggered rotations, using different entry points of the school.

5.2 Close Personal Care

- All staff and students must work to always maintain proper physical distancing.
- Although people are required to stay home or remove themselves when ill, we still must be prepared to provide First Aid in the event of an injury or other emergency prior to the departure of a sick individual. First Aid attendants have infection control measures built into their training and procedures. However, should an attendant find themselves in a situation where they need to provide care for an individual with flu-like symptoms, they should take extra precautions. They may do this by guiding and directing the individual to self-administer care. Should this not be feasible and the

attendant needs to provide close-contact care, they must proceed as if all risks are present and should protect themselves with appropriate PPE. If the tasks present a risk of COVID-19 droplet transmission, an N95 respirator and gloves are the minimal PPE required; goggles or a face shield are to be used if droplets may be splashed into the attendant's eyes.

5.3 Outdoor Play Activities

- Teachers should work to maximize outdoor play/instruction where practical.
- Physical distancing will be continually encouraged between the teachers and students.
- Playground equipment (e.g. balls, skipping ropes, etc.) will be disinfected at the end of each day.

5.4 Playgrounds

Since playgrounds are not cleaned and disinfected, it is important to use the following precautions:

- If an individual has any symptoms of illness (e.g. sore throat, fever, congestion), do not use the playground or access the premises.
- Handwashing with soap and water for 20 seconds, or use of hand sanitizer, is required immediately before and after playground use.
- Physical distancing will be maintained while on the playgrounds at school, with a limited number of students playing on any given structure at the same time.

5.5 Maximum Occupancy Within Schools

- Non-classroom, common spaces (e.g. staff room, photocopy room, etc.) will each be assigned occupancy limits.

5.6 How to Support Physical Distancing

- Students, staff and all others will avoid close greetings such as hugs or handshakes.
- Staff will help younger children to learn about physical distancing by creating games. Examples:
 - Use hula hoops to visually show the required space.
 - Have children spread their arms to each side and spin around slowly, trying not to touch their friends.
- Take children outside more often, perhaps breaking them into smaller groups to maintain a degree of distance.
- Increase the space between children during activities such as snack/lunch.
- When children wish to use the same area/activity, redirect some of them to another area if proper physical distancing is at risk.
- Reinforce and remind children of the rule "hands to yourself".
- Provide continual reassurance and active listening for students.
- Maintain familiar activities and routines wherever possible, as this can reinforce the sense of security for children. At the same time, build physical distancing and other safe strategies into your learning activities.

6. Personal Protective Equipment (PPE)

6.1 Face Masks

- Face masks (and in some cases face shields) will be used at school when physical distancing measures are not possible, such as during group work or collaboration. Teachers will wear a mask when they are working in close proximity to students. Masks will of course also be required when a staff member or student presents flu-like symptoms while at school. The affected individual, as well as all those in close proximity to or direct

contact with them, will be required to “mask up”. All students in our Elementary and Middle/High School programs will be required to bring their own mask to school each day to support this.

- As widely noted by authorities, the use of masks helps reduce transmission of infection in public environments by keeping an infected individual's respiratory droplets from contaminating others, as well as offering a significant level of protection from other people who may be infected. For this reason, staff and students who choose to wear a mask at all times will be fully supported.

6.2 Gloves

- Gloves will be worn by **all staff** when working onsite at the school. They will be changed after washroom use and following the disinfection of other surfaces.
- Gloves will be worn by students who are working together and cannot maintain a safe physical distance. They will also be worn in circumstances where handwashing and sanitization are not readily available.

7. Arrival and Departure Procedures

7.1 School Staff

- School staff should avoid congregating and socializing in groups.
- Staff will arrive and depart at different times through the same front office entry point.
- Staff will model and reinforce good physical distancing.

7.2 Students

Students in all programs will follow the staggered drop off and pick up protocol outlined for their particular program. This will result in staggered start and dismissal times for students to reduce congestion. Students will enter the building practicing social distancing requirements, and will be continually reminded of these requirements while at school.

Please watch for the **Staggered Drop Off and Pick Up Plan** for your child's program, which will be included in the timetables and other documents which will be distributed to families prior to the start of the school year.

8. Access Control

8.1 Access to the School

- School buildings will be restricted to students and staff. Parents and other members of families or the public will be required to interact with the school by phone, email or regular mail, or to set up an appointment for a virtual or safely held in-person meeting. These measures exist for the protection of everyone involved.
- Maintenance staff must, in all cases, first check in with the school's Administrative Office or its staff when carrying out work within any of the school's locations.
- To avoid physical gathering, staff and students may be assigned a particular entrance at the site to use consistently.
- All non-essential use of schools for community events/activities will be avoided.

8.2 After Hours

- Staff (other than custodians) will not have access to school buildings after hours.

- Regular hours for teachers will be between 7:30 AM and 5:00 PM Monday to Friday, with no access in the evening and weekends without Administrative permission. This will ensure that our nightly “deep cleans” are not compromised by any unknown exposures.

9. Illness

If a staff member or student is ill, they **must** go home if the symptoms present while at school. Staff and students are not to return to school until their symptoms have resolved for a minimum of 24 hours, and/or they have instructions from a certified health care practitioner that they are safe to return.

If you are not sure whether you or your child should stay home, use the Province's [COVID-19 Self-Assessment Tool](#) or call **811**.

- Students who will be absent from school for an extended period should contact their homeroom teacher to arrange for learning materials and Zoom meetings to be delivered/planned.
- Staff who are concerned about adequate sick leave due to illness should contact the school's Executive Director for approval of arrangements to work from home.
- Staff are requested to follow the same absence routine as outlined in their Staff Handbook, to arrange for coverage of their school responsibilities in a timely manner.

If a staff member or student is diagnosed with a confirmed case of COVID-19 – and has been onsite at one of the school's locations within 14 days prior to their diagnosis – ArtsCalibre Academy will contact the BC Centre for Disease Control (CDC) and Island Health Authority for further direction.

10. Further Resources

BC Centre for Disease Control:

<http://covid-19.bccdc.ca/>

HealthLinkBC:

<https://www.healthlinkbc.ca/>

Policy Updates

COVID-19 Illness & Self-Assessment Policies and Protocols

(Updated August 27, 2020)

We have implemented our COVID-19 Health and Safety Plan and will immediately apply its policies and procedures, but the risk remains that an outbreak could occur despite our best efforts.

This policy will:

- Ensure that staff entering the school are aware of their responsibility to assess themselves daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease, prior to entering the premises.
- Specify the steps that the school will take to proactively prevent and/or safely address COVID-19 infection within our school community.
- Clearly communicate to parents and caregivers their responsibility to assess their children daily before sending them to school.
- Create a **Daily Health Check Assessment** which staff and parents/caregivers will complete before entering the school each day, to establish and document that they do not have any symptoms of a common cold, influenza, COVID-19 or other respiratory disease.
- Be updated as needed through consultation with and information provided by the British Columbia Centre for Disease Control, the Ministry of Education and other authorities.

Self-Assessment

Daily staff self-assessment, and parent/caregiver assessment of children for symptoms of illness, will be enforced (see below). Prior to entering school buildings, staff and students will also have their temperatures checked after taking the questionnaire.

If a student, staff member or other individual exhibits any symptoms of illness, they must not enter the school.

Self-Isolation and Symptoms

Any student, staff member or other individual within the school who shows symptoms of COVID-19 – OR has travelled outside Canada in the last 14 days – OR has been identified as a “close contact” related to another confirmed COVID-19 case or outbreak – **must stay home and self-isolate**, including children of essential service workers.

Any student, staff member or other person within the school who has cold, influenza or COVID-19-like symptoms will be advised to seek assessment by a certified health-care provider **and self-isolate while they await the results.**

Those unsure if they or a student should self-isolate or be tested for COVID-19 should use the Province's [COVID-19 Self-Assessment Tool](#), call **811**, or contact the local Health Authority for further information.

Our local Island Health Authority

– Test Appointment Booking Call Centre: 1-844-901-8442

Students or staff members may still attend school if a member of their household has cold, influenza or COVID19- like symptoms – **provided** that the student/staff member him/herself is **asymptomatic**. It is expected that the symptomatic household member has sought formal assessment by a certified health care provider.

Students and staff members who experience seasonal allergies or other COVID-19-like symptoms **which are solely related to an existing condition** may continue to attend school while they are experiencing these symptoms as normal. If they experience any change in symptoms, they should leave the school and seek formal assessment by a certified health-care provider.

If a student or staff member is confirmed to have COVID-19, Public Health will investigate to confirm if any other staff or students have been in close contact with that person, and as a result need to self-isolate. Public Health will inform ArtsCalibre Academy if there are close contacts of a confirmed case within a learning group or another school, and we will inform our school community accordingly as directed by the Authority.

Daily Health Assessment Questionnaire for Staff and Students

1. Symptoms of Illness:

Do you or your child have any of the following symptoms?

- | | |
|---|-----------------------|
| • Fever | YES / NO (circle one) |
| • Chills | YES / NO |
| • Cough or worsening of chronic cough | YES / NO |
| • Shortness of breath | YES / NO |
| • Sore throat | YES / NO |
| • Runny/stuffy nose | YES / NO |
| • Loss of sense of smell or taste | YES / NO |
| • Headache | YES / NO |
| • Fatigue | YES / NO |
| • Diarrhea | YES / NO |
| • Loss of appetite | YES / NO |
| • Nausea and vomiting | YES / NO |
| • Muscle aches | YES / NO |
| • Conjunctivitis (“Pink Eye”) | YES / NO |
| • Dizziness/confusion | YES / NO |
| • Abdominal pain | YES / NO |
| • Skin rashes or discoloration of fingers or toes | YES / NO |

2. Have you or anyone in your household returned from travel outside Canada in the last 14 days? YES / NO

3. Confirmed Contact: Are you or is anyone in your household a confirmed contact of a person confirmed to have COVID-19? YES / NO

If you answered **YES** to any of the above questions and the subject’s symptoms are not related to a pre-existing condition such as allergies, then the subject must not enter the school.

SAMPLE Daily Screening Logs

Date: _____

Learning Group: _____

School Location: _____

Student Name	Contact Number	Self Assessment: No Symptoms	Self Assessment: Symptoms Present

Date: _____

Staff Member Name	Self Assessment: No Symptoms	Self Assessment: Symptoms Present	Staff Signature

COVID-19 HEALTH and Safety Plan

(Updated February 5, 2021)

The following updates to our school's COVID-19 Health and Safety Plan have been implemented to uphold the principles and requirements outlined by B.C.'s Public Health Officer, maintaining a safe learning environment at ArtsCalibre Academy. These measures have been put in place to further prevent the transmission of COVID-19.

Under the updated health and safety guidelines, new protocols being implemented at ArtsCalibre Academy are as follows:

Non-medical masks are required for all staff at our K-12 locations, as well as all students in our Middle and Secondary School programs in all indoor areas – including when they are gathered in their learning groups.

The only **exceptions** are when:

- Students are sitting or standing at their workstations in the classroom;
- There are barriers in place (e.g. plexiglass) to provide proper protection; or
- Students are eating or drinking.

Other notes:

- Middle/High School students also need to "mask up" when they are outside and standing close to one another (such as when they are walking together offsite).
- High-intensity physical activities, such as Gym class, must be held outside when possible, and shared equipment can only be used when it is sanitized between each use.
- In music classes, students playing instruments must be physically distanced at least two metres apart, and they must wear masks when singing.
- No in-person meetings may be held by both the Tyndall and St. George's locations' staff. Meetings will be held via Zoom.