

ARMSTRONG ELEMENTARY SCHOOL

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AES: Our Happy Place

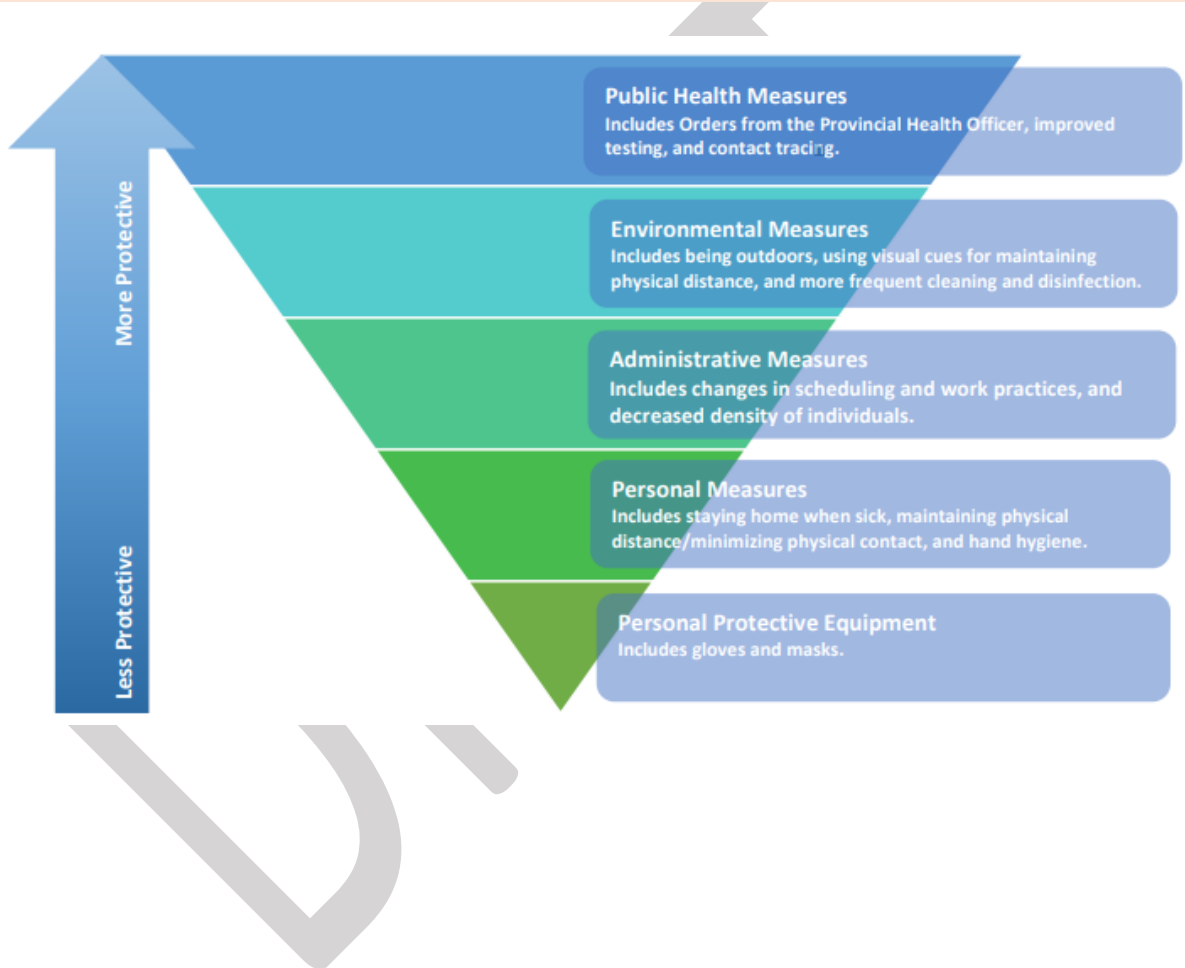
A Compassionate and Caring Learning Community: because of our connections & relationships with each other

Introduction	
Safety orientations will occur for staff on Tuesday September 8th and Wednesday 9th and for students on Thursday, September 10th and Friday, September 11th. There are additional specifics that will come your way on Tuesday, September 8th in preparation for your child’s arrival on Thursday, September 10th. Information specific to your child about their assigned class, cohort/learning group for the first weeks, entrance and exit information will be announced once our parent survey results Armstrong Elementary School - Stage 2 Return to School Plan 2 are complete. Please use the following link if you have not yet done the survey. https://forms.office.com/Pages/ResponsePage.aspx?id=pP-hhz-WDkWNkBVd542b5T8-4FfOXJNDim5ZZ03RgpZUMldPTFRSNE9EVIZTNTA2R1dGUjE2MUdGV4u	
Rationale Return to School	
COVID-19 and Schools	• There is limited evidence of confirmed transmission within school settings and this is partially due to wide-spread school closures worldwide at the onset of the pandemic to help prevent the spread of COVID-19 • In documented cases, there was typically minimal spread beyond the index case though isolated outbreaks have been reported • Children do not appear to be the primary drivers of COVID-19 spread in schools or in community settings • <i>Schools and childcare facility closures have significant negative mental health and socioeconomic impacts on vulnerable children</i> • Prevention measures and mitigation strategies involving children must be commensurate with risk • This information is based on the best evidence currently available and will be updated as new information becomes available and updated versions are located on the AES Webpage aes.bc.ca • Please communicate concerns or suggestions regarding the health & safety plan to the principal at 250 546 8778 or email aes@sd83.bc.ca
Infection Prevention and Exposure Control Measures	
Infection prevention and exposure control measures help create safe environments by reducing the spread of communicable diseases like COVID-19. These are more effective in “controlled” environments where multiple measures of various effectiveness can be routinely and consistently implemented.	

Schools are considered a “controlled” environment by public health. This is because:

- Schools include a consistent grouping of people
- Schools have robust illness policies for students and staff
- Schools can implement effective personal practices that can be consistently reinforced and are followed by most people in the setting (e.g. diligent hand hygiene, respiratory etiquette, etc.)
- Schools can implement a variety of health and safety measures (e.g., enhanced cleaning and disinfecting practices, using outdoor space for learning activities, grouping students and staff in learning groups to limit in-person interactions, implementing staggered schedules, etc.)

Our AES School Site Specific Health and Safety Plan takes into consideration a variety of infection prevention and exposure control measures to help create a safe learning and working environment for both students and staff. Control measures at the top are more effective and protective than those at the bottom. The following visual represents the hierarchy for Infection Prevention and Exposure Control Measures for Communicable Diseases.



Immunocompromised students

STUDENTS WITH IMMUNE SUPPRESSION

- According to the Provincial Health Officer and the BC Centre for Disease Control, most children who are immunocompromised can return to in-class instruction when safety measures are in place
- Protective self- 19 isolation is only recommended for children who are severely immunocompromised, as determined on a case-by-case basis
- BCCDC Guidelines for Children with Immune Suppression and BCCDC Guidance for Families of Immunocompromised Children in School and Group Gatherings :
<http://www.bccdc.ca/Health-Info-Site/Documents/COVID-19-IS-Children-FAQ-BCCH.pdf>

<i>Learning Groups</i>	
What is a cohort? <i>(More information can be found in the link in Appendix B on pages 9-10)</i>	- Students will be organized into classrooms as per usual for in-class instruction - A learning group consists of up to two classrooms to help limit contact and potential exposure - The group will consist of their regular classroom teacher(s), students and regular scheduled Education Assistants - Each elementary learning group will be comprised of a maximum of 60 people - Administration will keep a detailed list of the learning groups for contact tracing purposes - Learning Groups will flexible for the first weeks due unpredictable student enrolment changes - The assigned student-learning group for the first weeks will be communicated to parents prior to Sept 10.
How do they work?	- The composition of the learning group will remain consistent for all activities that occur in schools - Students may interact freely with those people in their cohort - Within the cohort, minimal physical contact is encouraged, a physical distance of two meters does not need to be maintained - When interacting with individuals from other cohorts staff are to wear a mask when indoors

<i>Shape of the Day</i>	
Before School	- Students arriving off the bus will go to a designated line-up spot until the bell rings - Teachers and staff greet students in outside line up area and sanitize student hands - Students will enter through their designated entry points - Upon entry students go straight to their assigned seating area/workspace in the classrooms with their backpacks/shoes - Handwashing is available within the classroom
Late arrival	Students enter the building through their designated entrance, and go directly to the office to sanitize hands, check in and pick up late slip for attendance tracking
Coatrooms	- Students will keep their belongings in a designated area - Teachers will provide a designated area for each child to store their outside shoes
Recess	- No staggered recess schedule - Cohort play zone daily rotation in effect - Will have flagging tape writs bands to help student and staff identify he correct play zone for the first weeks - Will delineate play zones with spray paint and flagging tape
Lunch	- Teachers will provide time for students to wash their hands prior to eating - Students will each lunch in their classrooms in their own work space - No sharing of food brought from students' home allowed
Technology	- I pads and computers will be sanitized after each use - Cleaning procedures for Notebooks, All-In-One Desktops, and Monitors: see pages 8-10 of this document
Library	- Book browsing and sign out protocol in place to ensure safe handling of materials - Library schedule back to back cohort classes

PE	• PE outdoors when possible • Equipment use minimized, and must be sanitized after use by teacher with Vital Oxide spray
Fine Arts Music	Practice diligent hand hygiene: wash hands with plain soap and water for at least 20 seconds. (Antibacterial soap is not needed for COVID-19). Students and staff should wash their hands: at the beginning and at the end of the class; before and after handling shared equipment; and whenever hands are visibly dirty. • Schedule cohort group classes back to back • Students seated on easy clean poly spots • Personal music kits prepared • No large gathering/no multiclass performances at this time
General	• Assemblies will happen virtually • Gatherings should not exceed the maximum learning group size in the setting (which includes students and staff who are part of the learning group), plus the minimum number of additional people required (e.g. additional school staff, visitors, etc.) to meet the gathering's purpose and intended outcome • Staff meetings involving staff from different learning groups should preferably occur through virtual means • Where a virtual alternative is not possible, staff meetings can happen in person if participants maintain physical distance • Additional people should be minimized as much as is practical to do so, and they must maintain physical distance • No extra-curricular activities will happen for the first bit while we adjust however extra-curricular can happen within a learning group when physical contact can be minimized • In-person inter-school events (including competitions, tournaments and festivals) should not occur at this time. This will be re-evaluated throughout the school year. • Inside days due to poor weather conditions will be spent in the classroom • Open gym: recess & lunch for cohort groups: when weather is poor (dependent upon supervision availability) • Performances will be put on hold for the year • Breakfast club will continue but brought to students in classrooms • AES covid-19 safety measures are followed during off-campus learning sessions • Ensure walking field trip forms are up to date • Communicate to parents and office: destination, date, departure and arrival times- no consent required beyond initial walking fieldtrip form • Let the office know when you leave-bring a first aid kit and phone
Arrival and Drop off Procedures	• Upon arrival students will line up at their line up and wait their until the bell rings at 8:03 am • Teachers will sanitize student hands and lead them into the building the school through their assigned doors in an orderly fashion • Students will wash/sanitize their hands before leaving the building • Students will exit through assigned doors at the end of the day • Students who do not take the bus need to head home immediately after the end of day bell 2:07 pm • At this time, parents are asked to remain outside of the childcare space to drop off and pick up their children, if at all possible, to help prevent unnecessary congestion • The parent drop off, waiting, pick up zone, is located on the field below the sliding hill

	• Parents and siblings are not to enter the student teacher line up areas on the hardtop if at all possible • If parents feel the need to enter the playground area, please ensure you physically distance from all children, other than your own and those you care for on a daily basis • Please also physical distance from all other adults at the school • If you would like to enter the school building, please prearrange your visit with School Principal • The playground is closed to the public before school and reopens afterschool at 2:30 • Students waiting for the bus will be assigned cohort/bus zones to wait in • Bus riders backpack's will have a cohort colour ribbon as a visual cohort identification strategy • Hands will be sanitized prior to entering the bus
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Teaching and Learning	
Curriculum/Assessment	• Ministry of Education curriculum and assessment practices continue to be in place • If children are absent due to illness, as per our usual practice, teachers will make available any learning material that is suitable for completing at home • Parent please call the office if you know your child will be late or absent 250 546 8778
Reporting/Communicating Student Learning	• Teachers are still available to meet with parents face to face or remotely through Microsoft Teams • As per usual, 5 student learning reports will be made throughout the year (3 formal and 2 informal) • Please continue to contact your child's classroom teacher for information about their learning or progress • Student/Parent/Teacher student conferences may take place and may look different this year

Inclusive Education: Students with Diverse Abilities/Disabilities	
Programs	• Inclusive Education supports continue to be in place • RTI model within classroom, small group, individual programs in LRT room within occupancy limits • CBIEP meetings continue with physical distancing protocols and virtually • Self regulation bins closed and stored away
LRT/CEA	• If within the same cohort no physical distancing/ PPE required • Working with a cross cohort group PPE and/or physical distance measures in place Guidelines for Staff Working with Students with Disabilities/Diverse Abilities where Physical Contact may be Required • Supporting students with disabilities/diverse abilities may require staff providing support services to be in close physical proximity or in physical contact with a student • When staff are in close physical proximity with a student within their learning group, personal protective equipment, such as masks and gloves, is not required beyond that used as part of the personal care routine normally encountered in their regular course of work (e.g., gloves for toileting).

	• Non-medical masks are required in situations where a person cannot maintain physical distance and is in close proximity to a person outside of their learning group. • Exceptions will be made for staff who cannot wear masks for medical and/or disability-related reasons • We have non-medical masks and face shields available for staff see Corrinne for supplies • Wearing a non-medical mask, a face covering, or a face shield in schools outside of the circumstances outlined above is a personal choice and will be respected
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<i>Itinerant and other Staff</i>	
Administration, counsellors, LRT, LIT, SLP, IEW, Prep/Remedy, district itinerant staff and specialists	• Meets with students individually, in small groups, both in office spaces • Group size must be within room occupancy limits • Wear PPE when physical distancing cannot be maintained • Some will be assigned to a cohort group

<i>Supervision</i>	
Morning Supervision	• Four supervisors • All teachers welcome class outside in line ups at 8:03
Recess Supervision	• Four supervisors
LHS	• Four supervisors (CUPE)
After School Supervision	• At least 2 supervisors, supervising bus students in their cohort spaces

<i>Transportation</i>	
Busing	• K-5 students are not required to wear a mask • Students will be assigned seats with cohort members • Adult support workers wear a mask on the bus • Parents/guardians are to remain at the bus stop until child is picked up and be at bus stop for return home drop off • Bus behaviour expectations remain the same; 3 memos are issued for behaviour infractions followed by a bus letter and possible temporary suspension of riding privileges • School buses will not be accepting unregistered riders which includes after-school friends coming home with a bus student
Fieldtrips	• Busing is available for school fieldtrips • Use of parent volunteers for driving groups of students is not permitted during stages 2 to 4 • Field trips to outdoor locations are preferable • No overnight field trips should occur

<i>Parent Specifics</i>	
Preparing your child to return to school	Parents can talk to their children about: ✓ optional choice of wearing mask when indoors and in possible contact with students from a different cohort group ✓ keeping personal hand sanitizer in backpacks ✓ avoiding physical contact ✓ encourage physical distancing with those not in the same cohort group

	✓ encourage physical distancing with staff ✓ reminding that classrooms may look different ✓ more frequent handwashing and hygiene ✓ no personal items brought and shared at school ✓ ensure students know how to open lunch items, put on shoes, coats, etc. ✓ encourage children to minimize physical contact with friends ✓ ensure children are prepared to be outside regardless of the weather (extra clothes on hand as well)
Health Checks	• As per the Health and Safety protocols above, parents are responsible for completing a health check on their child every morning before sending them to school • Children who are sick must stay home • Parent responsibility to monitor their child daily for symptoms
School access	• Parents will not be allowed in the school building unless previously arranged through the office
Communication	• Parents will be emailed the back to school documents and they will also be placed on our website
If child gets sick at school	• Parents must immediately pick their child up if child becomes sick at school, and must follow Interior Health guidelines for follow-up (Call 811) • If parents are unavailable, they must have an emergency contact person who will come and pick the child up immediately

Staff Specifics	
Entering the building	• Staff will ensure they have washed/sanitized their hands before leaving for work • They may enter in through the door of their choice, but must again wash/sanitize wash their hands upon entry
Washroom use	• Staff will use either the staff washrooms or the medical room washroom • Cleaning schedules are posted by the washroom doors • A bottle of sanitizer placed in the staffroom washroom for use during high traffic times
Breaks	• The staff room has an occupancy of 7 and staff must ensure physical distancing takes place in there • If there is no more space to physically distance, staff must take their breaks elsewhere • An outside lunch/break area can be assembled by the bus loop, staff please bring your own chair • Staff must wash their own dishes, the dishwasher will not be used at this time
PPE and Physical distancing	• Staff are welcome to wear PPE at any time • Must physically distance themselves anytime they are not in their own cohort • Staff are required to wear a non-medical mask in high traffic areas such as buses and in common areas such as hallways, or anytime outside of their learning group whenever physical distancing cannot be maintained (e.g., itinerant teachers/specialists/educational assistants interacting with multiple learning groups) • Exceptions will be made for staff who cannot wear masks for medical and/or disability-related reasons • Non-medical masks are not required for elementary school students due to the increased likelihood they will touch their face and eyes, as well as require assistance to properly put on and take off their mask (requiring increased close personal contact from school staff)

Common areas	• Photocopy room: 2 staff member at a time • Office area: 2 staff member at a time (outside of admin, clerical and counsellor)
If you are sick at home	• Call medical practitioner 811 if you suspect you may have Covid symptoms • Remain home until symptom free • Enter leave request in Atrieve
If staff become sick at school	• Staff member will put on a mask, alert administration that they have become symptomatic and then leave the building immediately • Internal coverage will be provided until a TTOC can arrive • Staff member will follow public health guideline and call 811 (waiting on official guidelines from district H&S)
Cleaning procedures for Notebooks, All-In-One Desktops, and Monitors:	Use Vital Oxide (Do not use wipes containing sodium hypochlorite (bleach) or chlorine based solutions, ketone type materials (ex. Acetone), Ethyl alcohol, Toluene, Ethyl acid, or Methyl chloride).
Cleaning the cover of your computer	1. Use only mild cleaning solutions (non-ammonia based and non-abrasive) and a damp lint-free, soft cloth to clean the painted surfaces of the computer. 2. Apply Vital Oxide onto the cloth. 3. Absorb the sanitizer into soft cloth. 4. Squeeze out any excess liquid from the sponge or cloth. 5. Wipe the cover using a circular motion taking care not to let any excess liquid drip. 6. Wipe the surface to remove any leftover sanitizer. 7. Rinse the sponge or cloth with clean running water and squeeze out any excess liquid. 8. Wipe the cover with soft cloth. 9. Wipe the surface again with a dry, lint-free, soft cloth. 10. Wait for the surface to dry completely and then remove any fibers left from the sponge or cloth.
Cleaning your computer keyboard	1. Absorb some Vital Oxide on a lint-free, soft cloth. 2. Squeeze out excess liquid from the lint-free, soft cloth. 3. Wipe the key top surface with the lint-free, soft cloth, ensuring no liquid drips on or between the keys. 4. Allow to dry. Notes: Never spray or pour any liquid cleaner directly on the LCD display or the keyboard. You can use compressed air from a compressed air can to remove any crumbs and dust from beneath the keys. Do NOT use an air compressor.

Cleaning your computer LCD display	1. Gently wipe the display with a dry, lint-free, soft cloth. 2. Wipe or dust the stain gently with a dry, soft cloth. 3. If a stain, smudge, or other blemish remains, moisten a lint-free, soft cloth with Vital Oxide. 4. Wring out as much of the liquid as you can from the lint-free, soft cloth. 5. Wipe the display again; do not let any liquid drip into the computer. 6. Allow the display to dry first, then, close the lid if the computer has one. Notes: Anti-static LCD cleaning cloths, Kim Wipes, and some types of lens cleaning wipes are also acceptable alternatives for a lint-free, soft cloth.
Disinfecting your computer, keyboard and LCD display	1. Apply Vital Oxide onto the cloth, squeeze out excess liquid from wipe or disinfecting cloth before using. 2. It is safe to use a disinfecting wipe designed for office/home use. Some disinfecting wipes designed for medical use may cause discoloration, harm surfaces, or even affect functionality of your device. To minimize symptoms, we recommend the following: a. Gently wipe the system thoroughly, being careful to ensure no liquid drips into the computer. Do not wipe on connector pins. b. After disinfecting, follow the cleaning procedure from the wipe supplier to minimize chemical buildup of disinfectant residue (i.e. wiping away any residual disinfectant after the prescribed contact time). Always allow the computer to completely dry prior to any use. 3. Medical wipes and their chemical composition vary greatly. Depending on the chemicals, frequency, and duration of use, medical wipes may 1) affect cosmetic appearance and 2, system functionality. To minimize this risk, we recommend: a. Hydrogen peroxide wipes (such as Virox Accel wipes w/ a maximum of 0.5% hydrogen peroxide) b. Alcohol based wipes (such as PDI Germicidal or B.Braun Meliseptol Wipes sensitive) c. Do not use wipes containing sodium hypochlorite (bleach) d. Wiping away residual solvent as soon as possible after the prescribed contact time and wiping the surface again with a dry, lint-free, soft cloth Note: 1) Cosmetic appearance could include (but is not limited to) discoloration, residual material build-up, and paint bubbling. 2) System functionality could include (but is not limited to) corrosion and function failure of electrical parts.

Ministry of Education information	Back to School Information for Parents
BC Centre for Disease Control and Ministry of Health Information	Public Health Guidelines for K-12 Schools
SD 83 Health and Safety plan and related information	Q and A for Parents – posted on SD 83 website Aug. 13 https://sd83.bc.ca/wp-content/uploads/2020/08/Stage-2-Safety-Plan-Rev-5.1-8.5.20-Approved.pdf
AES H&S Planning Process	- AES Joint H&S Committee Stage 2 Restart Plan Sept 2020; Planning meeting Aug 31 - Share Draft with PAC executive Sept 2 for feedback - Sept 3 Draft sent to all AES staff for feedback - Sept 8 and Joint H&S will review plan with AES staff

Appendices:

A: <https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-education-restart-plan.pdf>

B: http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance-k-12-schools.pdf?bcgovtm=20200506_GCPE_AM_COVID_9_NOTIFICATION_BCGOV_BCGOV_EN_BC_NOTIFICATION