

Cataline Elementary Site-Based Response
New Norms, Routines and Procedures 2020/21 – Updated February 2021

SICK OR SHOWING SIGNS OF ILLNESS

PROVINCIAL GUIDELINES

- ❖ There will be strict enforcement for all employees and students to stay home when sick.
- ❖ 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. If a child has any symptoms, they must NOT go to school.
- ❖ Staff and other adults must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school. If staff or any adult has any symptoms, they must not enter the school.
- ❖ Students or staff may still attend school if a member of their household has cold, influenza, or COVID-19-like symptoms, provided the student/staff is asymptomatic. It is expected the symptomatic household member is seeking assessment by a health-care provider.
- ❖ Students and staff who experience seasonal allergies or other COVID-19-like symptoms, which are related to an existing condition can continue to attend school when they are experiencing these symptoms as normal. If they experience any change in symptoms, they should seek assessment by a health-care provider

CATALINE GUIDELINES

- 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. See the next page for **Daily Health Check** for things to look for.
- Those unsure of if they or their child should self-isolate or be tested for COVID-19 should use the [BC COVID-19 Self-Assessment Tool](#) or contact 8-1-1.
- Any student, staff, or other person within the school who has cold, influenza, or COVID-19-like symptoms must stay home, self-isolate and be assessed by a health-care provider.
 - Parents are asked to call the school in the morning if you are keeping your child home due to illness
 - Staff will follow normal school district procedures for calling in an absence
- If your child becomes sick at school the parent / caregiver will be called immediately for the child to be picked up as soon as possible. Your child will be placed in the medical room and/or separated from others where they can be monitored and wait comfortably until they are picked up.
 - Parents are asked to make sure their emergency contact numbers are up to date
 - Parents who work during school hours are asked to have back-up plan for their child in case of illness (i.e. a family friend or relative who can pick up or look after your child on short notice)

- Administration will err on the side of caution and call parents immediately if there is any concern that your child may be sick.
- In the event of a COVID-19 related illness at Cataline Elementary:
 - Areas of exposure will undergo a deep clean to ensure safety standards are maintained.
 - Public Health Staff identify and notify close contacts of a confirmed case.

Daily Health Check

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

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

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

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

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

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

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

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

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

PERSONAL HYGIENE AND CLEANING

PROVINCIAL GUIDELINES

- ❖ Rigorous hand washing with plain soap and water is the most effective way to reduce the spread of illness.
- ❖ Everyone should practice diligent hand hygiene by washing hands frequently with plain soap and water for at least 20 seconds. Parents are encouraged to help their children to practice diligent hand hygiene.
- ❖ Non-Medical Masks - Wearing a non-medical mask or face covering within schools is a personal choice for students and adults.
- ❖ Non-medical masks may be useful when physical distance cannot be consistently maintained, and the person is interacting with people outside their Learning Group for an extended period of time.
- ❖ Those that choose to wear non-medical masks must still seek to maintain physical distance from people outside their Learning Group
- ❖ There must be no crowding or gathering of people from different Learning Groups even if masks are worn.
- ❖ Gloves – Diligent handwashing is the most effective and preferred strategy in a school.

CATALINE GUIDELINES

To ensure diligent handwashing:

- Staff will teach and reinforce proper handwashing practices with their students and assist younger students with hand hygiene as needed. Staff to adhere to same procedures as students
- Regular and consistent handwashing will be a part of our daily routine (upon arrival, before and after breaks, before and after eating, before and after using playground equipment, after using the toilet, before and after handling common resources or supplies, and each time we enter a classroom).
- Hand sanitizer will be available where there is no running water.

In a large school setting, there may be instances when a non-medical mask could be helpful:

- Students who wish to wear a mask, are welcome to bring one from home. Should students choose to wear a mask they will be expected to use them appropriately and for their intended purpose.
- If a child becomes ill at school, they *may* be asked to wear a mask when they are being isolated from other staff and students waiting for pick up.
- Staff working outside their Learning Group will be required to wear a mask and physical distance when possible
- Regular cleaning of high touch areas will occur throughout the day with deep cleaning every evening
- Staff will assist in regular clearing of high touch areas in classrooms

PHYSICAL DISTANCING

PROVINCIAL GUIDELINES

- ❖ Physical distancing and not gathering in large crowds are an important infection prevention control measure.

CATALINE GUIDELINES

- Adults on site will continue to adhere to physical distancing guidelines of 2 metres wherever possible and where masks at all times except in personal workspace
- Physical distancing is challenging in a K-7 school setting, particularly with younger students. While we will expect children to adhere to this expectation, however our focus with the younger children will be on minimizing physical contact. Older students will seek to maintain a safe physical distance whenever possible.
- Avoid close greetings (e.g., hugs, handshakes)
- Teachers will utilize outdoor learning more frequently
- Learning groups will have designated doors by which to enter and exit to the outdoors

LEARNING GROUPS

PROVINCIAL GUIDELINES

- ❖ The Provincial Health Officer has recommended the use of learning groups of approximately 60 students in elementary school.
- ❖ Learning Groups help to reduce the number of close, in-person interactions, thereby reducing potential exposure and ensuring quicker
- ❖ Within the Learning Group minimized physical contact is required, but physical distancing does not always need to be maintained.
- ❖ Outside of a Learning Group physical distancing will remain the expectation.
- ❖ Students can socialize with peers in different cohorts if they are outdoors and can minimize physical contact or if they are indoors and can maintain physical distance. Extracurricular activities involving students interacting outside of their Learning Groups will require appropriate physical distancing and may not be permitted if appropriate safety precautions cannot be implemented and maintained.
- ❖ Students from different cohorts may be required to be together to receive beneficial social supports, programs, or services (i.e. learning support, the breakfast program). Within these supports it is expected that cohorts and physical distance are maintained as much as is practical to do so while still ensuring the support or service continues. Unless they are part of the same Learning Group, staff and other adults should maintain physical distance from each other at all times. This includes during break times and meetings.

CATALINE GUIDELINES

- Students will be assigned to a Learning Group (cohort) of approximately 60 students. Your child's Learning Group will be composed of your child's class and one other classroom in the school. Teachers will communicate with students and parent which Learning Group their child is in. Teachers will communicate with parents in a timely fashion if their Learning Group should change.
- Teachers will limit the sharing of items as much as practical
- Technology will be shared between learning groups.
- Technology will be disinfected before sharing between students.
- Students who require learning assistance will be provided support
- Floor markers will be used to help students know where to stand while waiting to use the toilet and the sink.
- Music will only be done in learning groups. Instruments are sanitized between learning groups and physical spacing and masking will occur if they sing
- No high intensity sports or high contact sports will take place

VISITORS TO THE SCHOOL

The staff of Cataline Elementary believe it is important to have a warm and welcoming school with open lines of communication. During this difficult time the staff will do their best to remain available and reachable for parents. Unfortunately, for safety reasons it is important that we limit visitor access to the school. We appreciate careful attention to the following protocols:

- ✓ Parents and caregivers are asked to arrange for a spot outside the school to drop-off and pickup their children.
- ✓ Parents are asked to call ahead of time where possible to make an appointment to meet with a teacher or administration so that the appropriate time and space can be arranged.
- ✓ Parents visiting the school **MUST** be masked and use the front entrance and report directly to the office where they will be assisted by a staff member.
- ✓ Visitors / Parents are not to bypass the office and go directly to their child classroom.

STUDENT TRANSPORTATION

PROVINCIAL GUIDELINES

- ❖ Buses will be available to transport students to and from school.
- ❖ Buses will be cleaned in accordance to recommendations set by the Centre for Disease Control
- ❖ Implement strategies (masks) where practical to reduce the number of close in-person interactions between students not in the same Learning Group or household

CATALINE GUIDELINES

- Buses will be available to transport students to and from school.
- We encourage private vehicle use where possible to decrease transportation density
- Students from the same household will be encouraged to share seats
- Students riding the bus must register with the school
- No food or drink will be permitted on busses

COMMUNICATION AND ENGAGEMENT OF LEARNING

- Monthly newsletters will be sent out on the second Friday of the month
- Staff engagement: Weekly memo and monthly staff meetings either in the gym to ensure physical distancing or on TEAMS
- Teachers to send monthly letters and use day planners, phone calls home, email
- PAC meetings are TBD but possibly on TEAMS

Principal and vice-principal can be reached by phone or email.

yvonne.davis@sd27.bc.ca or kelly.glen@sd27.bc.ca

CATALINE LEARNING GROUPS AND FLOW

Classroom Cohorts	Exit door	Exit door
Johnson & Dickens	own	D
Smith/McKnight & Campbell	own	own
Glen & Allan	I	G
Enns & Heard/ Goodliffe & Neufeld	H	H
Armstrong & Sandberg	C	C
Christianson & Hansen/ Sache & Ulrich	own	own