



**GOLDEN HILLS
SCHOOL
DIVISION**

**GUIDE FOR
RESPIRATORY ILLNESS
PREVENTION AND
MANAGEMENT IN
SCHOOLS
2021/2022**

Powering Hope and Possibilities

Guide for Respiratory Illness Prevention and Management in Schools

Overview

Procedures outlined within this document are intended to provide guidance to Golden Hills School Division Administrators and staff so as to minimize the transmission of respiratory infection, including COVID-19, influenza and common colds. It presents several strategies and considerations as we move forward to embrace the new normal for managing our schools.

These practices include:

- getting vaccinated
- staying home when sick
- proper hand hygiene and respiratory etiquette
- enhanced cleaning and disinfecting
- maintaining ventilation
- mandatory use of masks
- k to 6 cohorting
- physical distancing
- tracking absenteeism

The following guiding principles can be used by Administrators and staff to provide educational environments that are beneficial to learning, while maintaining the safety and security for students, teachers and staff.

Principles to guide decisions, preparations and actions:

- Ensure the health, safety and well-being of students, teachers, staff and all workers by providing safe and healthy teaching and learning environments and counselling services, to ensure their wellbeing including mental health.
- Keep informed of all protocols and requirements established by Alberta Health Services and the Medical Officer of Health and ensure they are adhered to.
- Take into consideration that some teachers, administrators, school staff and students may fall into the at-risk category because of their age or other health risks and provide reasonable accommodations for them when possible.
- Differentiate instruction strategies to ensure students have access to high quality learning opportunities that are guided by Alberta Education mandates and the Programs of Study for all potential methods of delivery.
- Support professional development by ensuring staff have access to professional learning, collaboration, and the support they need to grow their instructional practice in all potential methods of delivery.

These guiding principles will give direction and support so as to minimize the transmission of respiratory infection, including COVID-19, influenza and common colds.

Alberta Health Services Medical Officers of Health (MOH) and their designates are available to provide guidance and support. Their role is to undertake communicable disease risk assessments and provide guidance on risk management. If you need specific guidance or have questions about how to apply the measures in this document, please contact Human Resources.

Core Public Health and Enhanced Golden Hills Preventative Measures

Vaccines

- All eligible staff and students should be encouraged to be fully vaccinated for respiratory illnesses, where applicable, such as COVID-19 and influenza.
- The annual influenza vaccine is available to all Albertans six months and older beginning every fall.
- All staff and students born in 2009 or prior are eligible to receive COVID-19 vaccine.
- At this time, children born in 2010 or later are not currently eligible for a COVID-19 vaccine.
- It is important for those who are eligible to get vaccinated to reduce the risk to the broader community and those who are unable to receive the vaccine at this time.

Environmental measures

- HVAC systems should be maintained in accordance with manufacturer operational guidelines.
- HVAC systems should be checked regularly to ensure good ventilation.
- Windows and doors are left open where possible to increase air circulation and encourage outdoor activities, when weather permits.
- Schools should have procedures that outline routine cleaning requirements, including regular cleaning and disinfecting of high touch surfaces.
- Soap and water/disinfectant spray bottles will be provided for individual classroom use as needed.
- Offer/utilize physical barriers (plexi-glass) when requested by staff.
- Increased frequency of cleaning and disinfection of high-touch areas and equipment (e.g. doorknobs, handrails, microwave ovens and vending machines).
 - Disinfectants used must have a Drug Information Number (DIN) with a virucidal claim. Alternatively, 1000 ppm bleach solution can be used. More information on cleaning and disinfection can be accessed [here](#).
 - Make sure to follow the instructions on the product label to disinfect effectively.
- Bus cleaning and records.
 - Increase frequency of cleaning and disinfection of high-touch surfaces, such as door handles, window areas, rails, steering wheel, mobile devices and GPS prior to each run.
 - It is recommended that vehicle cleaning logs be kept.
- School facilities may be booked by the public when the students are not in attendance.

Staying home when sick

- Before leaving home, staff (including substitute teachers), students (or their caregivers) and visitors, should assess whether they feel well enough to attend school for any reason see **Appendix C**.
- Parents/guardians should assess their children daily for any new signs or symptoms of COVID-19 using the Alberta Health Daily Checklist see **Appendix D**.
- Anyone that reports COVID-19 symptoms is directed to stay home, seek health care advice as appropriate (e.g., call Health Link 811, or their primary health care practitioner), and fill out the AHS Online Self-Assessment tool to determine if they should be tested.
- For information on isolation for staff and students with symptoms, or for confirmed COVID-19 cases, please see **Appendix B**.
- Anyone who feels unwell should stay at home until they are well.
- Signs must be posted reminding persons not to enter if they have COVID-19 symptoms.
- During school hours, parents and visitors are allowed into the school with permission of the principal.
 - If allowed in the school parents/visitors need to complete the self screening tool (**Appendix C**) before they enter the school.

Core Public Health and Enhanced Golden Hills Preventative Measures

Hand hygiene

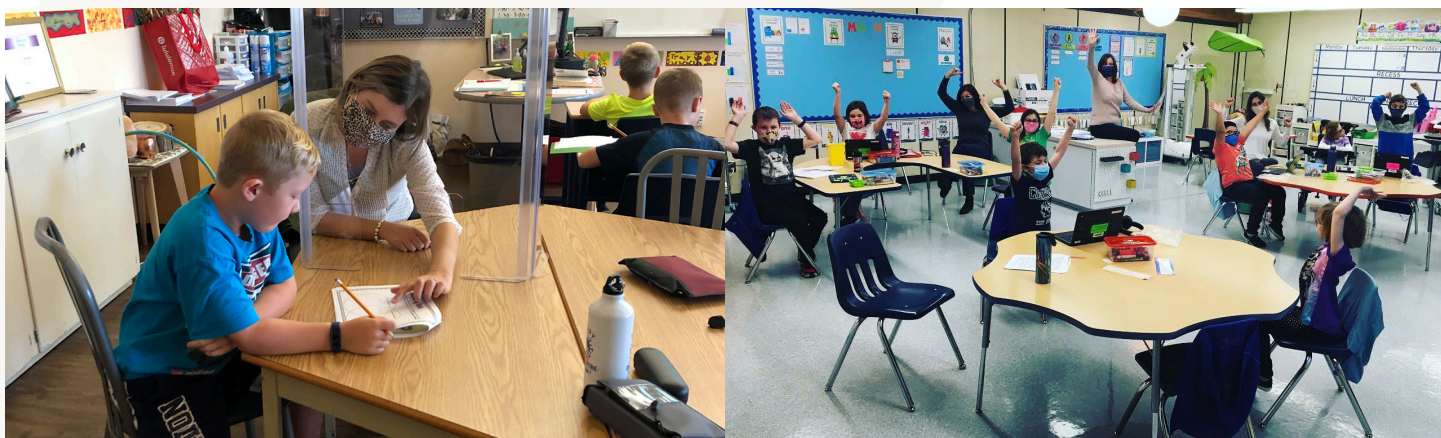
- Consider ways to promote and facilitate frequent and proper hand hygiene for all students, staff and visitors, such as:
 - Providing soap and running water or hand sanitizer containing at least 60% alcohol.
 - Placing hand sanitizer in convenient locations throughout the school where soap and water may not be available or nearby, such as in entrances, exits and near high touch surfaces.
 - Promoting hand hygiene regularly throughout the school day.
 - Giving verbal reminders for hand hygiene and posting signs.
 - If parents have questions about their child using alcohol-based hand sanitizer they should contact their school administration to discuss potential alternatives.
 - GHSD will use visual resources/posters to promote hand hygiene in all buildings.
 - Visual resources/posters will be provided to all buildings.

Respiratory etiquette

- Encourage students, staff and visitors to use proper respiratory etiquette (e.g., sneezing into the elbow or a tissue, discarding tissues immediately into a lined bin, performing hand hygiene).
 - Have information available (e.g., signs) for individuals on these practices, as needed.
- Schools will support students, staff and visitors in their choice to wear a mask. Students, parents/guardians, staff and visitors should consider their own risk of acquiring COVID-19, influenza and other respiratory illnesses when making decisions on wearing a mask.
- Students, teachers, staff and visitors must follow provincial requirements for masks.
 - Exceptions to the mask requirement on school buses are listed in CMOH Order 34-2021.
 - Visual resources/posters to promote respiratory etiquette will be provided to all buildings.

Cohorting in kindergarten through grade 6

- Students in kindergarten through grade 6 are to remain in cohorts wherever possible. Typically a cohort in a school will be a class.
- Limit the number of cohorts that students in kindergarten through grade 6 are involved in.
- As much as operationally possible, limit the number of classroom cohorts that teachers belong to.



Core Public Health and Enhanced Golden Hills Preventative Measures

Physical distancing

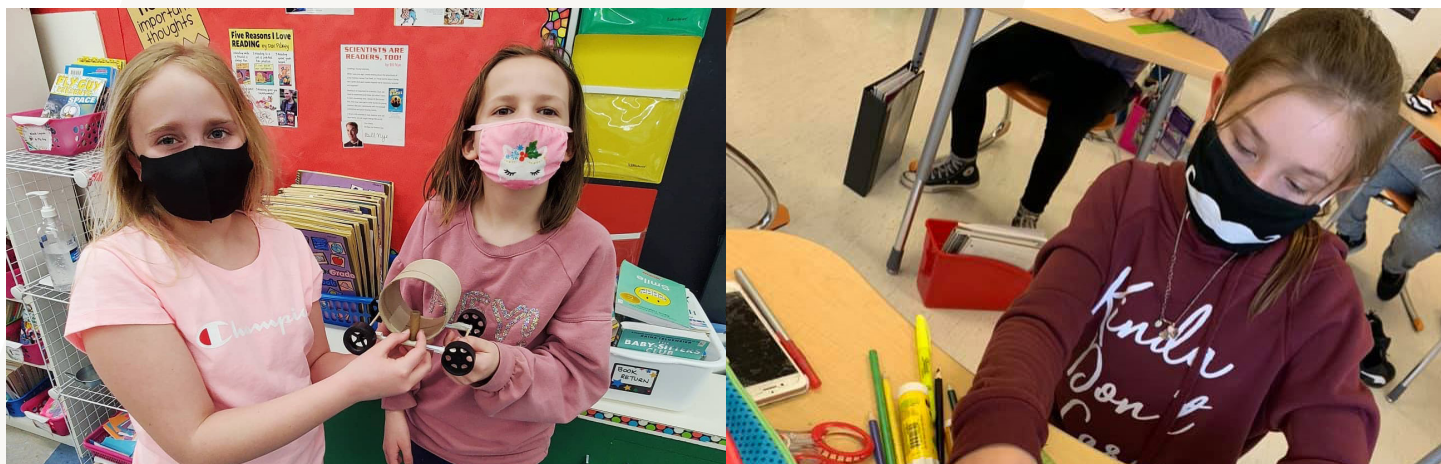
- Schools should institute controls to promote physical distancing as much as possible between all students/staff in areas inside and outside of the classroom, including hallways, washrooms and common areas. **This may include:**
 - Staggering start and end times for classes to avoid crowded entrances or exits and hallways.
 - Posting signs and marking floors with arrows to control the flow of traffic.
 - Removing and restaging seating in public areas to prevent gathering.
 - Considering limiting bathroom occupancy to support physical distancing.
- It is still recommended to maintain physical distancing within a cohort whenever possible to minimize the risk for disease transmission (i.e., spacing between desks). Students are not expected to sit in their desks for the duration of the day.
 - If 2 metres spacing cannot be arranged between desks/tables, the greatest possible spacing is recommended. Students should be arranged so they are not facing each other (e.g., arranged in rows rather than in small groups of 4 or a semi-circle). This way, if a student coughs or sneezes, they are not likely to cough or sneeze directly on the face of another student.
 - Consider removing additional items or pieces of equipment that are not in use from classrooms to allow more space to spread out.
- Schools should develop procedures for drop-off that support physical distancing where possible between all persons (except household members). Consider strategies to support physical distancing or utilize other protocols to limit contact between staff/parents/guardians/children/students as much as possible. These may include:
 - Designate entrances for classes/groups of students.
 - Designated areas for bus loading.
 - Encourage parents/guardians to remain outside during drop-off and pick-up.
- Where possible, avoid large gatherings of students and staff (e.g., assemblies, in-person group professional development day activities).
 - Offer virtual options instead of in person gatherings whenever possible.
 - If virtual assemblies are not possible, keep cohorts (K-6) 2 metres apart. Students in grades 4 through 12, staff and visitors are required to wear a mask.



Core Public Health and Enhanced Golden Hills Preventative Measures

Masks

- Students, teachers, staff and visitors must follow provincial requirements for masks.
- All students attending grades 4 through 12, staff members and visitors are required to wear a mask while in indoor shared areas of school, outside the classroom.
- Masks are not required for students attending kindergarten through grade 3.
- Masks remain mandatory for all students, staff and visitors on a school bus. Please see current CMOH orders for additional information.
- Masks are not required while students are seated in the classroom during instruction if students are working quietly and desks are arranged so students are not facing each other. If close contact between students, or students and teachers/staff is going to occur as a result of classroom activities, masks should be used for the duration of this activity.
 - A teacher/staff may remove a mask when alone at a workstation and separated by at least two metres from all other persons.
- Persons seeking a mask exception at a school require supporting documentation from a medical professional.
- Exceptions to the mask requirement for students in grades 4 through 12, staff and all visitors include:
 - Persons who are unable to place, use or remove a non-medical face mask without assistance;
 - Persons unable to wear a non-medical face mask due to a mental or physical concern or limitation;
 - Persons consuming food or drink in designated areas;
 - Persons engaged in physical exercise;
 - Persons seated at a desk or table within a classroom or place where instruction is taking place and where the desks, tables and chairs are arranged in a manner to prevent persons who are seated from facing each other, and to allow the greatest possible distance between seated persons;
 - Persons providing or receiving care or assistance where a nonmedical face mask would hinder that caregiving or assistance, and
 - Persons separated from every other person by a physical barrier.



Core Public Health and Enhanced Golden Hills Preventative Measures

Performance Activity

- Students are able to participate in a group performance activity (i.e., singing, dancing, playing instruments, theatre) as part of their education program curriculum.
 - Maintain 2 metres physical distancing between participating students, where possible.
 - Singers and wind instrument musicians should keep 2 metres away from other performers and individuals where possible.
 - Wind instruments should be equipped with a cover intended to prevent droplet transmission.
 - When performance activities involve singing, all singers, including students in kindergarten through grade 3, are strongly encouraged to wear masks when singing indoors.
 - Spectator attendance at indoor performance activities is limited to 1/3 fire code capacity. Attendees must be masked and must maintain 2 metres physical distance between households. Individuals who live alone may sit with their two designated close contacts.

Physical Activity

- Students are permitted to participate in group physical activity as part of an education program curriculum (i.e., physical education class and sports academy classes may occur). Participants must continue to follow the school guidance regarding cohorting (kindergarten through grade 6), physical distancing, hand hygiene and respiratory etiquette, and use of non-medical masks when students are not physically active.
 - Where possible, physical education should be done outside instead of inside as the risk of transmission is more likely to occur indoors rather than outdoors.
 - For physical education classes, administrators and teachers should, where possible, choose activities or sports that support physical distancing and limit face-to-face activities (e.g., badminton over wrestling).
 - Spectator attendance at indoor sports activities is limited to 1/3 fire code capacity. Attendees must be masked and must maintain 2 metres physical distance between households. Individuals who live alone may sit with their two designated close contacts.



Core Public Health and Enhanced Golden Hills Preventative Measures

Food services

- Classes that teach food preparation may occur as long as students follow general precautions, such as ensuring hand hygiene, respiratory etiquette, wearing non-medical face masks, maintaining 2 metres physical distancing (where possible) and avoiding handling common or shared serving utensils or cookware.
 - Any food prepared during a class that teaches food preparation should be served by a designated person. Students should follow physical distancing measures while eating and during food preparation where possible.
- Activities that involve the sharing of food items between students or staff should not occur (e.g., pot luck, buffet-style service).
- Parents/teachers can provide food/treats for a classroom if there is a designated person serving the food and appropriate hand hygiene is followed before and after eating. Please follow the school's policy for parent-provided food.
- For classroom meals and snacks:
 - Pre-packaged meals or meals served by designated staff should be the norm. No self-serve or family-style meal service should occur.
 - There should be no common food items (e.g., salt and pepper shakers, ketchup bottle).
 - Designated staff should serve food items using utensils (not fingers).
- For food service program (e.g., cafeteria) establishments:
 - Group students in kindergarten through grade 6 in their cohorts for meal breaks. Use alternate processes to reduce the numbers of people dining together at one time.
 - If a school is using a common lunchroom and staggering lunch times, ensure that all surfaces of the tables and chairs (including the underneath edge of the chair seat) are cleaned and disinfected after each use.
 - Adapt other areas to serve as additional dining space to increase spacing among persons in the same room.
 - Do not use buffet-style self-serve. Instead, switch to pre-packaged meals or meals served by staff.
 - Dispense cutlery, napkins and other items to students/children rather than allowing them to pick up their own items.



Responding to Illness

Responding to Illness in schools

- If a student develops symptoms while at school, the student should be asked to wear a non-medical mask if they are able to and be isolated in a separate room. The parent/guardian will be notified to come and pick up the student.
- A staff member caring for an ill student should consider wearing a mask.
- For information on isolation for staff and students with symptoms, or for confirmed COVID-19 cases, see **Appendix B**.
 - Individuals should not return to the school until they are feeling well.
 - Proof of a negative COVID-19 test result is not necessary for a student or staff member to return to school.
- If a child becomes symptomatic during the bus trip, the driver will inform the school to make the appropriate arrangements for the student and for the parents to be contacted (see Responding to Illness above).

Confirmed cases of COVID-19

- AHS Public Health will inform school authorities or administrators of individual cases of COVID-19 within their school setting.
- Staff, students or parents/guardians may choose to notify school administrators of a positive COVID-19 test result, however, individuals are not required to share their COVID-19 test results with school administration.
- School administrators are required to inform parents of students and staff in classrooms with a positive COVID-19 case.
- School administrators are required to inform parents of transportation students with a positive COVID-19 case on their bus.
- In situations where a class has experienced 3 cases of COVID-19 who attended school while infectious within a five day period the following process will occur:
 - School administrators will notify the Superintendent of Schools.
 - The Superintendent will notify AHS Public Health and await confirmation that the exclusion of class will occur.
 - School administrators will notify parents of the affected class and will inform them of the move to home learning for 10 days, as per the health order.

Public reporting of cases in schools

- AHS Public Health will update the COVID-19 school status map to include any school that has two or more infectious cases of COVID-19 within a 14 day period.
- If there are TWO to NINE confirmed cases (students and staff members) in your school setting who were present at the school while infectious within a 14 day period, the school will be publicly reported as having an Alert.
 - Schools with two to four cases will be listed as Alert (2-4)
 - Schools with five to nine cases will be listed as Alert (5-9)
- If there are 10 or MORE confirmed cases (students and staff members) in your school setting who were present at the school while infectious within a 14 day period, the school will be publicly reported as having an Outbreak (10+).
- School administrators will communicate alert/outbreak status with parents using a letter provided by AHS Public Health.

Appendix A:

Environmental Public Health Contacts

Alberta Health Services

Portal link: <https://ephisahs.albertahealthservices.ca/create-case/>

ZONE	CONTACT EMAIL ADDRESS	PHONE NUMBERS FOR MAIN OFFICE
Calgary Zone	calgaryzone.environmentalhealth@ahs.ca	Calgary 403-943-2288
Central Zone	centralzone.environmentalhealth@ahs.ca	Red Deer 403-356-6366
Edmonton Zone	edmontonzone.environmentalhealth@ahs.ca	Edmonton 780-735-1800
North Zone	northzone.environmentalhealth@ahs.ca	Grande Prairie 780-513-7517
South Zone	she.southzoneeph@ahs.ca	Lethbridge 403-388-6689

Indigenous Services Canada – First Nations and Inuit Health Branch

OFFICE	REGULARY BUSINESS HOURS 8:00 AM - 4:00 PM	
Edmonton	Environmental Public Health	780-495-4409
Tsuut'ina	Environmental Public Health	403-299-3939

Appendix B:

Management of Symptomatic Individuals and Individuals Tested for COVID-19

Symptoms	COVID-19 Test Result:	Management of Individual:
Symptomatic	Positive	Isolate for a minimum 10 days or until symptoms have improved AND no fever for 24 hours, without the use of fever-reducing medications, whichever is longer.
	Negative	Stay home until symptoms resolve.
	Not tested	<p>Student: If symptoms include fever, cough, shortness of breath or loss of sense of taste/smell: Isolate for a minimum for 10 days or until symptoms have improved AND afebrile for 24 hours, without the use of fever-reducing medications, whichever is longer.</p> <p>Adult: If symptoms include fever, cough, shortness of breath, sore throat or runny nose: Isolate for a minimum for 10 days or until symptoms have improved AND afebrile for 24 hours, without the use of fever-reducing medications, whichever is longer.</p> <p>Student: If other symptoms (chills, sore throat/painful swallowing, runny nose/congestion, feeling unwell/fatigued, nausea/vomiting/diarrhea, unexplained loss of appetite, muscle/joint aches, headache or conjunctivitis):</p> <ul style="list-style-type: none">• ONE symptom: stay home, monitor for 24h. If improves, return when well enough to go (testing not necessary).• TWO symptoms OR ONE symptom that persists or worsens: Stay home until symptom(s) resolve (testing recommended but not required). <p>Adult: If other symptoms, stay home until symptoms resolve.</p>
Asymptomatic	Positive	Isolate for a minimum of 10 days from the collection date of the swab.
	Negative	No isolation required.

Appendix C:

COVID-19 Alberta Health Daily Checklist (Adults 18 Years and Older)

This tool was developed to support Albertans in protecting others and reducing the risk of transmission of COVID-19. Adults 18 years and older can complete this checklist every day to self-monitor for symptoms of COVID-19.

If you have traveled outside Canada in the last 14 days, follow the Government of Canada Travel, Testing, Quarantine and Borders instructions, including any requirements for exempt travelers related to attending highrisk environments.

If within the last 10 days, you have been notified by Public Health that you are a case¹ of COVID-19, you are required to isolate as per Public Health instructions.

Screening Questions for Adults 18 Years and Older:

1.	Have you been a household contact of a case¹ of COVID-19 in the last 14 days? <i>A household contact: a person who lives in the same residence as the case OR who has been in frequent, long duration, close-range interaction with a case of COVID-19. For example, someone who is a caregiver or an intimate or sexual partner of a COVID-19 case.</i>	YES	NO
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If you answered "YES" AND you are NOT fully immunized²:

- You should stay home for 14 days from the last day of exposure and monitor for symptoms. If you have symptoms, proceed to question 2.

If you answered "NO" to question 1, proceed to question 2

2.	Do you have any new onset (or worsening) of the following symptoms:		
	• Fever	YES	NO
	• Cough	YES	NO
	• Shortness of breath	YES	NO
	• Runny nose	YES	NO
	• Sore throat	YES	NO
	• Chills	YES	NO
	• Painful swallowing	YES	NO
	• Nasal congestion	YES	NO
	• Feeling unwell / fatigued	YES	NO
	• Nausea / vomiting / diarrhea	YES	NO
	• Unexplained loss of appetite	YES	NO
	• Loss of sense of taste or smell	YES	NO
	• Muscle / joint aches	YES	NO
	• Headache	YES	NO
	• Conjunctivitis (commonly known as pink eye)	YES	NO

If you answered "YES" to any symptom:

- Stay home.
- Use the AHS Online Assessment Tool or call Health Link 811 to arrange for testing and to receive additional information on isolation.
- Individuals with fever, cough, shortness of breath, runny nose, sore throat or loss of sense of taste or smell are required to isolate for 10 days as per CMOH Order 39-2021 OR receive a negative COVID-19 test and feel better before returning to activities.

If you answered "NO":

- You may attend work, school, and/or other activities.

Appendix D:

COVID-19 Alberta Health Daily Checklist (Children Under 18) - Questions 1 and 2

This checklist applies for all children, as well as all students who attend kindergarten through Grade 12, including high school students over 18. Children should be screened every day by completing this checklist before going to school, childcare or other activities. Children may need a parent or guardian to assist them to complete this screening tool.

If your child has traveled outside Canada in the last 14 days, follow the Government of Canada Travel, Testing, Quarantine and Borders instructions, including any requirements for exempt travelers related to attending high-risk environments.

Screening Questions for Children under 18:

1.	Has your child been a household contact of a case¹ of COVID-19 in the last 14 days? <i>A household contact: a person who lives in the same residence as the case OR who has been in frequent, long duration, close-range interaction with a case of COVID-19. For example, siblings, someone who slept over, or someone who provided direct physical care to the child.</i>	YES	NO
If the child answered "YES" AND you are NOT fully immunized²: <ul style="list-style-type: none">The child should stay home for 14 days from the last day of exposure and monitor for symptoms. If they have symptoms, proceed to question 2. If the child answered "NO" to question 1, proceed to question 2			

2.	Does the child have any new onset (or worsening) of the following core symptoms:		
	• Fever - Temperature of 38 degrees Celsius or higher	YES	NO
	• Cough - Continuous, more than usual, not related to other known causes or conditions such as asthma	YES	NO
	• Shortness of breath - Continuous, unable to breathe deeply, not related to other known causes or conditions such as asthma	YES	NO
	• Loss of sense of taste or smell - Not related to other known causes or conditions like allergies or neurological disorders	YES	NO
If the child answered "YES" to any symptom in question 2: <ul style="list-style-type: none">The child is required to isolate for 10 days from onset of symptoms as per CMOH Order 39-2021 OR receive a negative COVID-19 test and feel better before returning to activitiesUse the AHS Online Assessment Tool or call Health Link 811 to arrange for testing and to receive additional information on isolation. If the child answered "NO" to all of the symptoms in question 2, proceed to question 3.			

Appendix D:

COVID-19 Alberta Health Daily Checklist (Children Under 18) - Question 3

3.	Does the child have any new onset (or worsening) of the following other symptoms:		
	• Chills - Without fever, not related to being outside in cold weather	YES	NO
	• Sore throat/painful swallowing - Not related to other known causes/conditions, such as seasonal allergies or reflux	YES	NO
	• Runny nose/congestion - Not related to other known causes/conditions, such as seasonal allergies or being outside in cold weather	YES	NO
	• Feeling unwell/fatigued - Lack of energy, poor feeding in infants, not related to other known causes or conditions, such as depression, insomnia, thyroid dysfunction or sudden injury	YES	NO
	• Nausea, vomiting and/or diarrhea - Not related to other known causes/conditions, such as anxiety, medication or irritable bowel syndrome	YES	NO
	• Unexplained loss of appetite - Not related to other known causes/conditions, such as anxiety or medication	YES	NO
	• Muscle/joint aches - Not related to other known causes/conditions, such as arthritis or injury	YES	NO
	• Headache - Not related to other known causes/conditions, such as tension-type headaches or chronic migraines	YES	NO
	• Conjunctivitis (commonly known as pink eye)	YES	NO

If the child answered “YES” to ONE symptom in question 3:

- Keep your child home and monitor for 24 hours.
- If their symptom is improving after 24 hours, they can return to school and activities when they feel well enough to go. Testing is not necessary.
- If the symptom does not improve or worsens after 24 hours (or if additional symptoms emerge), use the AHS Online Assessment Tool or call Health Link 811 to check if testing is recommended.

If the child answered “YES” to TWO OR MORE symptoms in question 3:

- Keep your child home.
- Use the AHS Online Assessment Tool or call Health Link 811 to determine if testing is recommended.
- Your child can return to school and activities once their symptoms go away as long as it has been at least 24 hours since their symptoms started.

If the child answered “NO” to all questions:

- Your child may attend school, childcare and/or other activities.

¹ A lab-confirmed case OR a probable case as defined in the Alberta COVID-19 Notifiable Disease Guideline

² A person who has received the complete vaccine series for COVID-19 and it has been 14 days after the second dose in a two dose series

Please note: If your child is experiencing any symptoms from the lists above, do not bring them to visit a continuing care or acute care facility for 10 days from when symptoms started or until symptoms resolve (whichever is longer), unless they receive a negative COVID-19 test result and feel better.

Appendix E:

Principal Checklist

- ☐ Communicate to parents regarding their responsibility for daily screening of children (**Appendix D**). Encourage parents to keep their children home when they are sick.
- ☐ Provide parents and students with a copy of the Screening Questionnaire (**Appendix D**) at registration with communication that they need to complete it daily.
- ☐ Communicate to staff, including subs, the need to assess themselves daily for symptoms as per the Screening Questionnaire (**Appendix C**) prior to entering school.
- ☐ Post self screening signage on front doors of school.
- ☐ Post signs reminding persons not to enter if they have COVID-19 symptoms.
- ☐ Establish protocols for the parents/visitors to follow for school entry.
- ☐ Use the visitor log to keep a record of all visitors and retain the log for a minimum of 3 years per OHS regulations.
- ☐ Develop procedures for students who become sick during school including where they can isolate and appoint staff to hold the position of care giver until parents arrive.
- ☐ Develop procedures for disinfecting the sick room.
- ☐ Develop procedures for staff who become sick during school.
- ☐ Ensure student records are up to date for pre-existing conditions.
- ☐ Post hand hygiene, respiratory etiquette signage throughout school.
- ☐ Monitor and support cleaning and disinfecting of frequently touched surfaces in common areas
- ☐ Develop procedures that outline increased frequency of hand hygiene and cleaning requirements ensuring the following (if possible):
 - ☐ placement of hand sanitizer in all entrances, exits, and classrooms;
 - ☐ incorporate hand washing opportunities into the schedule including posting signage;
 - ☐ develop procedures to reinforce respiratory etiquette including posting signage;
 - ☐ provide each teacher with a copy(ies) of all signage to post in their classroom.
- ☐ Offer/utilize physical barriers (plexi-glass) when requested by staff.
- ☐ Report absenteeism over 10% to Superintendent and CEIR.
- ☐ Inform Superintendent on self reported positive cases impacting the school.