



Saint Anthony of Padua School

1370 West 73rd Avenue, Vancouver, British Columbia, Canada V6P 3E8
Tel: 604-261-4043 Fax: 604-261-4036 Website: www.stanthonyofpaduaschool.ca

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Dear Parents,

Below is the approved safety plan for St. Anthony of Padua School.

This Safe Return to School Plan is meant to help alleviate some of those concerns and show the steps we are taking to keep our children as safe as possible. The plan follows the structure of the Provincial Back to School planning template. It is based on information from the BC Center for Disease Control, The Ministry of Education, The Ministry of Health, and WorkSafeBC. For links to the source documents, please visit the [Ministry of Education's Return to School website](#).

For your convenience, I have prefaced this plan with a one page highlight document.

No plan alone is sufficient. For the return to school to be safe and go smoothly, we will need to come together as a community as never before. We must be diligent, careful, courageous, and understanding to make it successful. We must also be understanding and supportive of those who, for any reason, are not or do not feel safe to return to school. Although we may be separated physically by the current circumstances, we must be united in purpose and in prayer for the safe and healthy reunion of all our school families which is certain to come at some point in the future.

At school, we will spend time teaching and reinforcing healthy habits around physical distancing, hand washing, hygiene, awareness of others during movement, etc. We realize that the personal actions of our students and the responsibility they feel, not just for themselves but others, is just as important as the physical changes we have set out in this plan. Let us all work together on this.

I understand that many families would prefer to delay the start of the school year and/or continue to have the option to receive online learning until the pandemic is over. The government has not allowed this option, but if you are having thoughts of keeping your children at home, please email (mperry@stanthonyofpaduaschool.ca) or phone me (604 261 4043) to discuss your options.

Sincerely,

Michael Perry

Principal

St. Anthony of Padua Safe Return to School Plan

Highlights

- Parents are expected to check their children daily for signs and symptoms of illness prior to school arrival. Any children who appear ill will NOT be allowed to enter the school building.
- If a student falls ill at school, the office will call the parent immediately and parents will need to have a plan in place.
- School days will run according to regular hours but student arrival time will be staggered and in alphabetical order by last name.
- During drop off, parents are asked to stay in their cars and a staff member will be present to direct students
- For pick up after school, students will wait in the parking lot. Parents are asked to stay on the sidewalk and wave to their child(ren) to join them
- Students are to wear masks any time they are in a common area outside of their classroom group, including during drop off and pick up times
- Playgrounds and school grounds used on a staggered schedule between learning groups for recess and lunch
- There will be no before or after school care
- Parents are asked to label ALL personal items, including water bottles and masks
- Parents are not permitted to come during the school day to drop off lunches, supplies, etc.
- Students will need to fit everything they need for the day into their backpack, which will be stored by the students' desk or table. No extra bags please.
- Students in Grades 4 to 7 are encouraged to wear masks
- Staff on supervision duty must wear a mask
- There will be daily cleaning, sanitizing and disinfecting of the premises and frequently touched surfaces
- Signage will be posted around the school relating to practice distancing, frequent hand hygiene/hand washing, occupancy limits, etc.
- Increase air flow and ventilation where climate allows (all classroom windows and doors open)
- Teachers will create classroom seating charts and will be shared with public health should contact tracing need to occur
- Office staff will keep a list of students who travel outside Canada during the 2020-2021 school year as well as dates, names and contact information for all visitors who enter the school
- Contact between parents and any staff member will be restricted to phone or email. In-person visits should be for essential purposes and are to be arranged in advance by appointment.
- All staff will report to the office daily to sign in and confirm health check
- Teachers and staff must practice physical distancing and when it's not possible, they must wear a mask
- No extracurricular activities will take place unless they can be organized by grade (learning group). This will be reviewed at the end of each term.
- Parent Participation/volunteers – at this time only for outdoor supervision. Parents must undergo safety training and wear protective equipment.
- Meet the Teacher Night will take via Zoom

St. Anthony of Padua Safe Return to School Plan

In accordance with the Ministry of Education's K-12 Restart Plan, beginning on September 10, St. Anthony of Padua School will be resuming K-7 in-class instruction. The 2020/21 school year will begin in Stage 2 of the K-12 Restart Plan with the goal of maximizing in-class instruction for all students within the revised public health guidelines.

Whenever possible, feasible and practical control measures in accordance with the order of the Provincial Health Officer, have been selected to provide the best/widest protection to all staff and students within the school community.

This information is based on the best evidence currently available and will be updated as new information becomes available.

Physical Building

- signage to reinforce self-screening posted at doorways to school
- hand hygiene station at main doorway and in each classroom
- distancing will be practised when moving through the school. Teachers will spend time practising and reinforcing distancing
- directional arrows on floors of high traffic areas to facilitate physical distancing
- adjustments to entrance and exit practices: K & 1 use classroom doors, 3,5,7 use main entrance, 2,4,6 use south entrance.
- playgrounds and school grounds used on a staggered schedule according to learning groups for recess and lunch.
- signage in bathrooms with handwashing instructions
- Washroom use will be controlled with limited number of students at a time and with clear hand-washing process so that children are confident that they are leaving the washroom with clean hands.
- Increase airflow and ventilation where climate allows. Inside doors will remain open to promote ventilation. Exterior doors and windows will be opened wherever possible to promote ventilation.
- HVAC system set to maximize fresh air intake

Access to School Site

- The School Office and staff members are available by phone and email.

- Other than in the event of an emergency, no visitors are to enter the school without an appointment. An appointment may be made in advance by phone or email, with the School Office or staff member.
- Parents are not permitted to come during the school day to drop off lunches, supplies, etc.
- When visitors come to school for pre-arranged appointments, they ~~visitors~~ must follow safety protocols posted at entrances. The first safety protocol is that they must complete a health check before entering the school building. Once this is done and during their appointment, they must limit their access to necessary spaces only.

Arrival and Pick up Time and Procedure

- All staff will enter the building only through the main front doors of the school. Staff are to report to the office for the purpose of, confirming their self-screening health check
- The school day will run according to regular hours, though we will stagger our drop off and pick up times for physical distancing. Student arrival will be staggered between 8:40 and 9 AM and will be in alphabetical order by last name. Parents are requested not to step away from the car. Staff members will be present to direct students. Students are to wear masks any time they are in a common area outside of their classroom group, so this rule applies at drop-off and pick-up time. Students report directly to their classrooms upon arrival. Students will wash/sanitize their hands before class begins
 - 8:40 A to E
 - 8:45 F to M
 - 8:50 N to S
 - 8:55 T to Z
- Adults dropping off and picking up students must remain off of school property and are strongly encouraged to follow all physical distancing protocols promoted by the BC CDC and the Public Health Office while waiting for their children. Adults are strongly urged to avoid gathering in a way that prevents students from easily entering the school property.

Entrances used:

- K and 1 outside doors near their room
- Grade 2 rear of the school, by their classroom
- Grade 4 and Grade 6 rear of the school, by Grade 2
- Grade 3, 5, and 7 front door

- For pick up after school, students will wait in the parking lot regardless of the weather, observing physical distancing. Parents are to stay on the sidewalk and wave to their child(ren) to join them. Children are not to play after school but are to go straight home.
- There will be no before and after school care. If a parent is late, the child will be waiting in the Parking Lot, regardless of the weather.

Recess & Lunch

- Times will be staggered to limit numbers of students outdoors to take physical distancing into account. Only 2 classes to be in play area at the same time, with the play area divided to keep the 2 groups separated.
- Supervisors who need to attend to student injuries must wear protective equipment (mask, visor, gloves) and wash hands afterward.

Learning Groups

Public Health guidelines for the K-12 school setting recognize that physical distancing is challenging. Lowering the number of in-person, close interactions continues to be a key component of B.C.'s strategy to prevent the spread of COVID-19. A Learning Group is a group of students and staff who remain together throughout the school year, and who primarily interact with each other. The principle of Learning Groups is used to limit the number of interactions among students and staff, as well as facilitate an effective and efficient rapid-response contact tracing protocol.

Learning Groups will simply be the child's class.

The number of adults (teachers/EAs) interacting with groups of students throughout the day will be minimized. Students will stay within learning groups (class) to receive supports or services (e.g. resource). Within these supports or services, it is expected that learning groups and physical distance are maintained as much as is practical to do so while still ensuring the support, program or service continues.

- Classes will go outside when possible for lessons and/or play-exercise times. Outdoor areas include normal play areas, the grass area north of the church, the grass area south of the church (must be silent in this area due to proximity to chapel), Triangle Park with appropriate supervision.
- Encourage fixed seating arrangements over flexible seating arrangements where relevant. Students seats should be facing in the same direction whenever possible.
- Seats and desks to be arranged to maximize physical distancing.

- Music class will be taught outside or in the Church hall. Drama and Art classes will be taught in the children's classroom. Teacher specialists are not a part of the children's cohort and thus will observe all masking and physical distancing requirements during instruction.
- Playground to be divided to accommodate Learning Groups (classes). Learning Groups may socialize outside as long as physical contact is avoided. Recess and lunch times will be scheduled to allow for the most physical activity outside during recess while minimizing physical contact between Learning Groups.

Exposure Control Measures

Exposure control measures help create safe environments by reducing the spread of communicable diseases like COVID-19. Multiple protections strategies, informed by public health advice, will be implemented to ensure that St. Anthony of Padua School is a safe environment and will include:

Students/Parents/Families

Parents/caregivers will be expected to check their children daily for signs and symptoms of illness prior to school arrival. A form will be provided to all families for this purpose. Children who appear to be ill will NOT be allowed in the school building.

Staff

- Staff must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school. Should symptoms be present, staff must not report for work at the school site.
- Staff members are to sign in at the office each day and complete a form provided by CISVA to indicate they are healthy and are not a close contact of someone who has been diagnosed with COVID-19, or under a self-isolation direction from a medical provider or Public Health office.
- If staff notice that a child appears ill with symptoms of common cold, influenza, COVID-19, or other respiratory disease while at school, BC CDC and PHO safety protocols will be followed to separate the child to an alternate safe space and to contact parents/guardians for immediate pick up.

Infection Prevention

Handwashing and Hygiene

- Students will be asked to wash their hands frequently, including before coming to school, arrival at school, before and after any eating, before and after going outdoors. They will have access to hand sanitizer when hand washing is not available.
- Teachers will schedule breaks to allow students to wash their hands.
- Maximum capacity in the washroom is 2. Traffic flow to and from the washroom will be controlled. Educational assistants to assist with movement.

- Hand sanitizers will be available in each classroom and other areas including the front entry to the school, office, staff room, library, etc.,

Food and Personal Items

- Parents will be asked to label ALL personal items, including water bottles and masks. Cloth and disposable masks are to be labeled with the student's initials and grade and kept in a paper envelope or cloth bag. (drinking fountains will only be used as water bottle fill stations).
- Students will have controlled access to cubbies or lockers in classrooms so that their supplies can be stored there, without crowding the space or touching common surfaces. Within Learning Groups, there is no expectation of physical distancing, however physical contact is to be avoided.
- The classroom teacher will give more specifics but, in general, students are to bring:
 - Filled water bottle; water bottles may be re-filled at school.)
 - Snack/lunch in a container.
 - Outdoor play equipment (e.g. ball, skipping rope, hula hoop, etc., for personal use).
 - School supplies and personal device (laptop or iPad) as specified by the teacher. There is no communal sharing of supplies.
 - Personal size hand sanitizer-labeled with child's name (optional).
- The Public Health Guidance says that "there is no need to limit the distribution or sharing of books or paper-based educational resources." However, laminated paper-based products should be cleaned and disinfected daily if touched by multiple people.
- Avoid sharing communal equipment/supplies as much as possible.

Personal Protection Equipment and Cleaning

- Staff will have access to personal protection equipment and cleaning supplies. These items must remain in the classroom and not travel between classrooms.
- Students will be trained on appropriate hand hygiene.
- Scheduled breaks will allow students to wash their hands frequently.

Use of Personal Protective Equipment

- Encouraged masking for Grades 4 to 7, where students have an awareness of the proper techniques and efficacy of using masks. Masks should be worn when in the hallways. Cloth and disposable masks can be labeled with the student's initials and are to be kept in a labeled paper or cloth bag.
- Encouraged masking for teachers and staff with reasonable exceptions for medical conditions.
- Specialist teachers (Music, Drama, Art and Resource Department) are to wear a protective visor during instruction to facilitate reduced congregated exposure. A mask must also be worn if physical distancing cannot take place. Anytime a staff member works with a student in separate learning group, staff must wear a visor and mask, and the student must wear a mask.

- Staff on supervision duty must wear a mask, to permit close proximity even if outside.
- Tip: Teaching with a mask, takes a lot of energy to enunciate and speak loudly through it.

Case Finding, Contact Tracing and Outbreak Management

At the School Level

- Staff member is to put on mask and immediately separate the sick child from others and put him/her into a supervised area until the parent/guardian arrives. Apply physical distancing, respiratory etiquette, and hand hygiene principles while waiting for pick up. Avoid touching student's body fluids (mucous/saliva). Wash hands thoroughly.
- The office will call the parent to arrive as soon as possible when notified their child is ill. Parent will need to have a plan in place.
- The office will contact 811 or the local public health unit to notify them of a potential case and seek further input.
- The office will record illness in First Aid records in the event this information is later needed.
- Staff member to clean/disinfect area where child was located during brief isolation.

At the Public Health Level

- If a staff or student in a school is confirmed by public health as positive for COVID-19, public health will work with school administration to determine what actions should be taken, including if any staff or students who have been in contact with that person need to self-isolate, and if other staff and students' families should be notified.
- Schools should NOT provide notification to staff or students' families if a staff member or student becomes ill at home or at school, including if they display symptoms of COVID-19, unless directed to by public health.

At the Home Level

- Children with common cold, influenza or COVID-19 like symptoms must stay home, be assessed by their health care provider and tested for COVID-19.
- Self-isolation is also advised for those who are considered a close contact of a confirmed case and are waiting to see if they develop COVID-19 illness.
- If concerned, parents can be advised to contact 8-1-1, or the local public health unit to seek further input. They can also be advised to contact a family physician or nurse practitioner to be assessed for COVID-19 and other infectious respiratory diseases.

Environmental Measures: Cleaning, Sanitizing And Disinfecting

Regular cleaning and disinfection are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. St. Anthony of Padua School will be cleaned and disinfected in accordance with the BCCDC's Cleaning and Disinfectants for Public Settings document. This includes:

- General cleaning and disinfecting of the premises at the end of each day.
- Cleaning and disinfecting of frequently-touched shared surfaces twice a day. (e.g. door knobs, light switches, toilet handles, tables, electronic devices).
- Cleaning and disinfecting of any surface that is visibly dirty.
- Using common, commercially-available detergents and disinfectant products and closely following the instructions on the label.
- Emptying garbage containers daily.
- Wearing disposable gloves when cleaning blood or body fluids (e.g. runny nose, vomit, stool, urine).
- Washing hands before wearing and after removing gloves.
- Washrooms will be cleaned twice a day keeping in line with the high touch surface area protocols.
- Shared items where cross-contamination is possible (e.g. shared school supplies, devices, coffee and water stations, plates, etc.) should not be used. Staff should bring their own items.
- Drinking fountain will be disabled. To be used as water bottle fill station only.
- There is no evidence that COVID-19 virus is transmitted via textbooks, paper or other paper based products. As such, there is no need to limit the distribution of books or paper based educational resources to students.
- Maintenance personnel will ensure that hand washing supplies are available at all times (i.e. soap, paper towels and minimum 60% alcohol-based hand sanitizer.) Also, cleaning products (e.g. Lysol wipes) will be provided for cleaning desks, photocopiers and other common devices.

Staff Meetings

- Ensure physical distancing and mandatory masks.
- Instruct teachers in the latest facts and basic information about coronavirus disease (COVID-19), including its symptoms, complications, how it is transmitted and how to prevent transmission.

Additional Information

- No extracurricular activities will take place unless they can be organized by grade (learning group.) This restriction will be reviewed at the end of each term. If this can be done, then the Learning Groups will rotate through the activity in order to provide an opportunity for as many students as possible to participate.
- Parent Participation – Parents who volunteer in the school while students are present (at this time only for outdoor supervision) must undergo safety training and wear protective equipment.

- A reminder that homemade food items are not to be made available to other students (e.g. birthday treats, bake sale items).

Additional Changes

- Assemblies will be transmitted via video to the classrooms
- All class field trips will be cancelled until further notice.
- Meet the Teacher Night – This will take place via Zoom. In order to minimize contact and for the safety of all, parents will not be in the school for this event. Parents will be sent a link in order to hear a general address by administration and then each teacher will share important and pertinent information.

School Mass

- Will take place monthly starting September 16 at 9 am. One class will be in the church and the remaining students will view a livestream in their classrooms.

Communication Strategies and Training

- Everyone in the school community (staff, students and parents) will know the policies around staying home when they are sick. This information will be communicated in writing.
- All staff will be trained and informed as to how to keep themselves safe while at school. Formal staff training and information sessions will be held September 8 & 9 and include:
 - the risks of exposure to COVID-19
 - how to report an exposure to or symptoms of COVID-19
 - safe procedures and instructions regarding proper hand washing, cough/sneezing etiquette, etc.
- Staff will be informed of changes made to work policies, practices, and procedures due to the COVID-19 pandemic. During the daily check-in, updates will be provided when available.
- The health and safety measures in place prior to the pandemic are still in place.
- The administration will keep records of training meetings. Covid-19 related meetings are documented and minutes available in the staff room. The Worksafe BC Committee will continue to meet monthly or more often when necessary.
- Signage will be posted around the school including occupancy limits and effective hand washing practices. Signage will also be posted at the main entrance indicating who is restricted from entering the school including anyone with symptoms.

Monitor the Workplace and Update Plans

- As new information is provided, some of these protocols and guidelines may change.
- Steps will be taken to update policies and procedures and involve the staff in this process.

- All staff are asked to raise any safety concerns with the Principal and/or any member of the Worksafe BC Committee.

Recordkeeping

Classroom Teachers

- In a Google document shared with the School Office and Administration, create a classroom seating chart. Update this document whenever a need arises to change the student seating arrangement. This will be shared with public health should contact tracing need to occur.

Office Staff

- Keep a list of the date, names and contact information for all visitors who enter the school.
- Keep a list of students who travel outside Canada during the 2020-21 school year.
- Monitor school attendance to track student and/or staff absence and compare against usual absenteeism patterns at the school. If over 10%, inform the principal.

Age-specific Health Education

Primary

- Make sure to listen to children's concerns and answer their questions in an age-appropriate manner; don't overwhelm them with too much information. Encourage them to express and communicate their feelings. Discuss the different reactions they may experience and explain that these are normal reactions to an abnormal situation.
- Emphasize that children can do a lot to keep themselves and others safe. - Introduce the concept of physical distancing (standing further away from friends, avoiding large crowds, not touching people if you don't need to, etc.) - Focus on good health behaviors, such as covering coughs and sneezes with the elbow and washing hands. An explanatory video has been prepared by Vancouver Coastal Health and UBC, and is available at <https://youtu.be/ODWCpNffhyw>.
- Help children understand the basic concepts of disease prevention and control. Use exercises that demonstrate how germs can spread. For example, by putting colored water in a spray bottle and spraying over a piece of white paper. Observe how far the droplets travel.
- Demonstrate why it is important to wash hands for 20 seconds with soap and water - Put a small amount of glitter in students' hands and have them wash them with just water, notice how much glitter remains, then have them wash for 20 seconds with soap and water.

Intermediate

- Make sure to listen to students' concerns and answer their questions.
- Emphasize that students can do a lot to keep themselves and others safe.

- Introduce the concept of physical distancing - Focus on good health behaviors, such as covering coughs and sneezes with the elbow and washing hands - Remind students that they can model healthy behaviors for their families.
- Encourage students to prevent and address stigma - Discuss the different reactions they may experience and explain these are normal reactions to an abnormal situation. Encourage them to express and communicate their feelings
- Build students' agency and have them promote facts about public health. - Have students make their own Public Service Announcements through school announcements and posters
- Incorporate relevant health education into other subjects - Science can cover the study of viruses, disease transmission and the importance of vaccinations - Social studies can focus on the history of pandemics and evolution of policies on public health and safety.
- Media literacy lessons can empower students to be critical thinkers and makers, effective communicators and active citizens

We are reminded by our school's theme for 2020-2021 that we can **Walk with Jesus, Our Living Hope**. We can rest assured that taking the above measures are prudent ways in which to care for one another and ourselves. Jesus, Our Living Hope, desires to give us His peace so that in the midst of difficulty, we have the courage to make important decisions in the way we relate to others and to Him. Let's work together to be attentive and careful, so that we foster a healthy and safe community together. May we always remember that Jesus is our Living Hope not just for the 2020-21 school year, but for eternity.