

ST CHRISTOPHER'S MONTESSORI HEALTH AND SAFETY RESTART PLAN SEP 2020

1. Students or family members who have had symptoms of Covid-19 in the last 10 days, or are displaying current symptoms of Covid-19, or have been directed by Public Health to self-isolate, **CAN NOT ATTEND SCHOOL**. Symptoms include: a fever, chills, cough or worsening of chronic cough, breathing difficulties (breathing fast or working hard to breathe), loss of sense of smell or taste, diarrhea, nausea and vomiting. Students will be required to seek medical advice and provide a negative Covid-19 test result before they can return to the school.
2. Any student or family member who has arrived from outside of Canada or who has had contact with a confirmed case of Covid-19 must self-isolate for 14 days, monitor for symptoms and **CAN NOT ATTEND SCHOOL**. This includes students at the school whose family member has arrived from outside of Canada and who will be in contact with them.
3. It is the parents/caregivers responsibility to assess their child daily for symptoms of common cold, influenza, COVID-19, or other respiratory disease before sending them to school. If a student develops symptoms while at home, parents must keep them home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases and their symptoms have resolved. The school will also conduct a daily health check with parents at drop off.
4. Should a student begin to feel ill or display symptoms of COVID-19 while at school, they will be isolated from others in a supervised area. Both the student and supervising staff member will be given a mask to wear if tolerated or a tissue to cover their nose and mouth, and a 2-metre distance from each other maintained if possible. Parents will be called for immediate pick-up. **To help with this procedure you must advise the school if your primary/emergency contact information has changed**. Once home, parents should consult the BC COVID-19 Self-Assessment Tool or call 811 for further guidance related to testing and self-isolation. We will also be notifying Island Health through our Licensing Officer (VIHA) of a potential case and seeking further input from them.
5. In the event of a negative COVID-19 test, children may return to school once symptoms have improved, even if it is less than 10 days.
6. Should a student become severely ill with Covid-19 symptoms while at the school (e.g. high fever, extreme difficulty breathing), 911 will be called and parents called immediately after for pick up.

I confirm that I have read, understood, and agree to abide by the St Christopher's Montessori School Health and Safety Restart Plan Sep 2020. **All parents/caregivers must sign and return this page of the plan before their child can attend school.**

Signature

Date

On the first day of school please bring:

- Your signed “St Christopher’s Montessori health and safety restart plan Sep 2020” if you have not sent it electronically – the first page of this document. **PLEASE NOTE:** Your child will NOT be allowed to attend without this
- An extra set of clothing to be kept at the school – we will be doing more outdoor learning so please ensure that your child’s extra clothing also includes: wet weather gear and boots plus an extra sweater and warm socks, mitts, hat etc.

Daily:

- Parents must assess their child daily for symptoms of Covid-19
- Parents will be asked to read a set of health questions posted at each drop-off gate and affirm to the staff member on duty that their child is healthy and free of Covid-19 symptoms
- Children’s hands should be washed before coming to school
- Children will wash their hands upon arrival at the school, we have set up outdoor hand-washing stations inside both school entrances. We will wave as a greeting to children rather than shaking hands
- It is important that children not share food. Our buffet-style snack trays will no longer be available. Instead, please provide your child with a small snack such as: cut-up fruit, vegetable and/or cheese, in a “pocket-sized” and named plastic or metal container (no fabric bags please due to sanitization difficulties). Children will be able to help themselves to water from the filtered tap water in each classroom. PLEASE REMEMBER WE ARE A NUT-FREE FACILITY

Drop-off and Pick-up Procedures

- **FIREPLACE ROOM PARENTS** will drop off their child to a teacher at the main gate, (Newport Ave) drop off is between 8:15-8:25 for am classes and 12:15-12:25 for pm classes – **please ensure you arrive on time to accommodate this new drop off procedure**
- **BUTTERCUP ROOM PARENTS** will drop off their child to a teacher at the side gate, (Currie Road), drop off is between 8:30-8:40 for am classes and 12:30-12:40 for pm classes - **please ensure you arrive on time to accommodate this new drop off procedure**
- **FIREPLACE ROOM** pick up is at 11:15 for am classes and 3:15 for pm classes – **please make sure you arrive on time**
- **BUTTERCUP ROOM** pick up is at 11:30 for am classes and 3:30 for pm classes – **please make sure you arrive on time**
- Children will be dismissed to their parents during outside time. Please only one adult for drop off and pick up – and remember to social distance
- As with the drop off procedure, a teacher will be present and will hand over the child to their parent at the designated gate (FP main gate and BC side gate) at the designated times stated above.
- Teachers will sign out children instead of parents

- Families are not permitted to use the playground or any area around the school once school is dismissed
- Parents are reminded to wash their child's hands upon returning home

- This "St Christopher's Montessori health and safety restart plan Sep 2020" applies to all staff at the school. They will be required to sign that they have read, understood, and agree to abide by it. Staff will be required to do a daily assessment for symptoms and be asked to stay home if they feel unwell. Staff will physically distance from each other when they are not in the same cohort. Our small staff room has been moved to the much larger upstairs multi-purpose room to allow for physical distancing. We are encouraging staff to stay on site and not leave during their lunch break.

- We are creating cohorts/learning groups as per Stage 2 of BC's Educational Restart Plan. These cohorts will be made up of children and staff. For St Christopher's these will be broken down into the Buttercup Room and the Fireplace Room cohorts. Minimized physical contact is required within these cohorts, but physical distancing does not need to be maintained constantly. We aim to rearrange the environment and routines rather than expecting children to understand and remember to physically distance. Where possible, we will arrange the classrooms to encourage more separation. Fortunately, Montessori environments are unique; the majority of our activities are for one child, and children engage in their own activity at a table or on a work mat
 - Floor work takes place on mats that are separate from other children's work areas, these mats will be washed regularly
 - Some small tables with one chair will be available for one child only
 - Chairs will be placed at the ends of larger tables, so that children sit across from each other as opposed to side by side
 - Two children only at the snack table
 - Visual prompts to help with physical distancing will be introduced at circle time, lining up time etc.

- Substitute and itinerant teachers will be required to wear a mask if physical distancing is not possible

- We will be implementing Fireplace Rm and Buttercup Rm entry and exits, separate bathrooms for each class (BC children will now use what was previously the staff bathroom as well) and reducing the risk of cohorts interacting in the hallways by staggered outside times

- We will utilize outdoor space for learning opportunities whenever possible. Although we have always had staggered outside time between classes, cohorts will be separated for outside lessons/play, the playground being divided into the "front play area" and the "back play area" – we will use visual cues/barriers to remind children of this division. Cohorts will alternate use of these two spaces on a weekly basis. As well as using the school grounds for lessons, we may also utilize Windsor park, The Rose Garden, and Oak Bay Marina beach – cohorts will not attend these areas together

- Parents are not allowed on the school premises and visitors are prohibited from entering the school and school grounds, except where maintenance of the school building and grounds is required. In this case, maintenance crew will be required to wear full PPE. Parent teacher interviews will happen over the phone this year and we are not scheduling any parent observations or parent/child sessions. School tours and visits for prospective parents will be offered remotely via a taped video or Zoom session.
- Classroom floors and tables and school washrooms will be cleaned and disinfected twice a day, at the end of each session (AM and PM) as per BCCDC's Cleaning and Disinfectants for Public Settings. All materials used during the class session, chairs, equipment, doorknobs, light switches, high frequency used areas will be cleaned twice a day, after each daily session.
- Jani-King Canada provides for our janitorial needs, they use disinfecting and sanitizing products that are Health Canada registered as well as Broad Spectrum Virucides to ensure the safety of our school.
- The classroom windows will be left slightly ajar to help with ventilation in the rooms – as these policies will be in place through the winter months please ensure your child is dressed warmly
- Washing hands with soap and water is still the single most effective way to reduce the spread of illness including COVID-19. Children will be supported by the teachers in washing their hands for at least 20 seconds when:
 - They arrive at school
 - Before and after eating and drinking
 - After using the toilet
 - After being outside
 - After sneezing or coughing
 - Whenever hands look visibly dirty
- Understanding that children may forget about proper hand washing, we will practice with them often in a fun and relaxed way. When hand washing is not possible, for example when we are using local spaces outside of the school, alcohol-based hand sanitizer will be provided.
ALL STAFF AND CHILDREN WILL WASH THEIR HANDS FREQUENTLY
- Masks are not recommended for young children as they can be irritating and may lead to increased touching of the face and eyes. Wearing a mask, although not recommended for staff, is optional. St Christopher's will have a stock of both disposable and reusable masks on site should a situation arise where children or staff need to use them. Gloves will continue to be worn where appropriate i.e. when changing a child's soiled clothing
- Understanding that children hear and take in a lot of what is happening with the pandemic we will:
 - Reassure children about their personal health and safety when necessary
 - Let them know that it is okay to be concerned or to ask questions as well as reassure them that we are doing what is necessary to keep us all safe and healthy

- Talk with the children as a group about such concerns and ask for their input and ideas about what else we can do

- As this continues to be a challenging time for everyone we will:
 - Continue with our health and safety policies throughout the school year or until it is announced we are at Stage 1 of BC's Educational Restart Plan
 - Ensure that anyone who has signs and symptoms of sickness stays at home
 - Provide regular updates to families
 - Be available to discuss parent's questions and/or concerns
 - Provide ongoing support and leadership to teachers at the school

- Health and safety training on COVID-19 protocols and procedures for staff will be held before school re-opens, targeting the controls required to minimize their risk of exposure to COVID-19 and how and when to report exposure incidents. These protocols and procedures will be maintained through a health and safety committee made up of the two co-Principals and other staff members.

Staff letter of understanding – Covid-19

7. Staff who have had symptoms of Covid-19 in the last 10 days, or are displaying current symptoms of Covid-19, or have been directed by Public Health to self-isolate, **CAN NOT ATTEND SCHOOL**. Symptoms include: a fever, chills, new or worsening cough, shortness of breath, sore throat, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea and vomiting, conjunctivitis, and new muscle aches or headache. Students will be required to seek medical advice and provide a negative Covid-19 test result before they can return to the school.
8. Any staff or their family member who has arrived from outside of Canada or who has had contact with a confirmed case of Covid-19 must self-isolate for 14 days, monitor for symptoms and **CAN NOT ATTEND SCHOOL**.
9. Should a staff member begin to feel ill or display symptoms of COVID-19 while at school, they will be isolated from others in a supervised area. The staff member will be given a mask to wear if tolerated or a tissue to cover their nose and mouth, and a 2-metre distance will be maintained from other staff members should they need assistance. Once home, the staff member should consult the BC COVID-19 Self-Assessment Tool or call 811 for further guidance related to testing and self-isolation. **Please follow up with the school the outcome of testing or guidance given.**
10. In the event of a negative COVID-19 test, a staff member may return to school once symptoms have improved, even if it is less than 10 days.
11. Should a staff member become severely ill while at the school (e.g., difficulty breathing or chest pain), 911 will be called.

I confirm that I have read, understood, and agree to abide by the St Christopher's Montessori School Health and Safety Restart Plan Sep 2020. **All staff are required to sign and return this page to the Principals office**

Signature