



Sardis Secondary Site Safety Plan

Covid-19 Protocols

September 2020

Why a Safety Plan?

1. Maintain a healthy, safe, and sanitized environment for all students and staff.
2. To ensure all BC Centre for Disease Control and WorkSafeBC COVID 19 protocols and guidelines are in-place for school start up.
3. To ensure that all staff, students, and families are aware of the safety protocols that have been initiated at the school level.

Cohort Entry, Exit and Assigned Areas

1. Sardis Secondary students will be in cohorts (learning groups) of 24-30 students and one teacher. This is to minimize the number of contacts within the school setting.
2. All cohorts will be assigned a specific zone within the school and each zone will have designed entrances and exits.
3. Each cohort will be assigned a specific bathroom that they will be allowed to use during the day.
4. Cohorts must stay within their area and should not go into areas assigned to other cohorts.

Environmental / Administrative Measures

1. Staff and students will do their best to maintain social distancing within the school. Signs are posted throughout the building with reminders.
2. Be vigilant with hand washing procedures and teachers will remind students when needed to do so.
3. Practice proper hygiene procedures when coughing or sneezing. Signage has been posted.
4. Cleaner/sanitizer will be provided at the photocopiers.
5. Cleaning products will be provided for classrooms.
6. Custodial on site – Sardis Secondary will have two custodians on-site during the day to ensure COVID 19 cleaning protocols are followed.
7. All washrooms will be cleaned twice per day, as well as all hi-touch surfaces. Complete disinfection of the entire school will occur once per day.
8. All water fountains will be available to students but SSS will be encouraging all students to bring a refillable water bottle to school to limit the number of students needing the fountains.
9. Hand sanitizers will be provided within all the classrooms that do not have a sink/paper towel.
10. Sardis Secondary has 4 portable hand wash stations outside the portables for student/staff use.
11. Office and Counselling area are closed to everyone except staff that work in the office area.
12. Staff will use the designated staff entrance doors exclusively. There will be a staff sign in binder for CTA/CUPE/District staff.
13. A modified schedule has been initiated to ensure a safe entrance/exit from building at the start of day, end of day, and at lunchtime for students.
14. Glass partitions have been installed in the library, office areas, and the cafeteria to ensure staff safety in these areas.
15. Isolation room as been established at SSS following the prescribed H/S COVID protocols.

Personal Measures

1. Do your best to maintain social distancing. Signs posted throughout the building with reminders.
2. Be vigilant with hand washing procedures and remind students when needed to do so.
3. Practice proper hygiene procedures when coughing or sneezing. Signage posted throughout the school.
4. Students and staff have been advised not to come to the school if feeling ill or exhibiting any signs of COVID ie. fever, cough, difficulty breathing, sore throat, or sneezing. If a student exhibits symptom at school – call Admin. Students who exhibit symptoms at school will be escorted to the Isolation room (SSS Stage). Parents will be contacted, and student sent home. Students will be asked to stay home until they have seen a health practitioner.
5. Parents are responsible for assessing their child prior to them coming to school. A self-assessment tool can be found at <http://bc.thrive.health>.
6. Staff must self-assess prior to coming to work. If they are sick, they must stay at home and be assessed by a health care provider. If someone is unsure if they should self-isolate there is an online COVID-19 self-assessment tool at <http://bc.thrive.health>. If a staff member is diagnosed with COVID they must follow the protocols established by the BC Ministry of Health. Please advise your admin of the situation immediately.
7. Staff and students should not be sharing writing utensils, etc. Students must bring their own school supplies.
8. Staff must maintain physical distancing during lunch break. Wearing of masks in prep rooms / staff room is advisable if not eating lunch while in these areas.
9. At this time students will not be assigned a locker. This is to minimize movement within the school and to lessen student contact.
10. Students should not be sharing their food or drinks.

School Context Principles

1. Exterior Doors will be closed to students until approximately 8am, at which point the first busses should be arriving.
2. Teachers will open classrooms at 8:15 (Grade 9/10) and 8:25 (Grade 11/12).
3. Supervisor Assistants will monitor students social distancing outside of the school prior to the 8:15 entry time.
4. No students permitted in the hallways unless using the washroom.
5. Students are encouraged to leave the school at 2:15 pm, unless there is a specific reason for staying (Music class, Athletics or Theatre).
6. After 5:00 pm H/S limited number of staff should be on-site. The school will be open on weekends, but limited numbers will be encouraged.
7. Clearing the school at the end of the day is very important in order for our custodial team to start the daily deep cleaning process.
8. At this time there will be no public access to the school. If parents need to talk to a teacher, administrator or their child they will need to phone the school. Drop ins are not permitted.
9. Sardis Secondary has initiated a modified schedule to ensure a safe entrance/exit from building at the start of day, end of day, and at lunchtime.
10. Mask use will be required in all common areas. Common areas are the school hallways and the bathrooms. Students may be asked to wear a mask in the classroom if physical distancing cannot be maintained.
11. Mask use is also required for all SD33 bus riders.
12. The Ministry of Education has provided the school district with funding and two masks will be provided to secondary students.

Staff Orientation

September 8, 2020 – COVID Protocols will be reviewed and a number of COVID related H/S videos will be shown. Staff will be required to sign off on this training.

Student Orientation

Teachers will review the school health and safety COVID protocols with their students. These will include proper hand washing procedures, physical distancing protocols, coughing and sneezing etiquette, and how to wear a mask properly.

Some relevant websites/links pertaining to COVID and safety:

<https://www.healthlinkbc.ca/health-feature/coronavirus-disease-covid-19>

<https://sd33.bc.ca>

https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/bcs_restart_plan_web.pdf

<http://www.bccdc.ca/health-info/https://sd33.bc.cadiseases-conditions/covid-19>

<https://sharepoint.sd33.bc.ca/Staff%20Documents/COVID-19%20Non-Medical%20Mask%20Training.pdf>

Links for safety videos:

Face Shield Usage - https://www.youtube.com/watch?v=dtYCyBG_NCw

How to wear a Mask (Staff) https://www.youtube.com/watch?v=9Tv2BVN_WTk

How to wear a Mask (Student)

<https://www.youtube.com/watch?v=ZVDV0UAjcn4>

Washing Hands - <https://www.youtube.com/watch?v=3PmVJQUCm4E>

Hand Protection: <https://www.youtube.com/watch?v=goX5QKi8hjl>

