

Site-specific COVID-19 SAFETY PLAN details:

Chemainus Secondary School-Updated Feb 22/2021

■ Student drop-off and pick-up details:

- School doors will not open until 8:15 am. Should students arrive before that time, they will need to muster in designated spots at the back of the school, organized by learning group.
- All teaching classrooms doors will be open at 8:15am by Admin to ensure ample hallway space and avoid crowding.
- Students will be assigned an entry door, by grade (learning group) to use in the morning and after lunch.
 - Grade 7/8 - Main Bus Door.
 - Grade 9/10 - Door closest to field.
 - Grade 11/12 - Student Parking Lot Door.
- Students may only enter the building through their assigned door (rear doors of the school), where they will sanitize and proceed immediately to their morning classroom to wait until the bell rings.
- In common areas such hallways where adequate physical distancing sometimes cannot occur, students and staff must wear a mask.
- They will not be able to loiter in hallways at any time during the school day.
- To prevent crowding and to allow ample physical distancing at all times, lockers will NOT be issued this year.
- Students will be required to sanitize/hand wash on entry, before the lunch break, and prior to the end of the school day.
- Staff will remind students to physically distance in all areas of the school and if not stationary at desk should wear masks. This includes movement within the classroom even when part of the same learning cohort.
- Classes will be escorted by their teacher to the closest exit at the of 1st block and at the end of the school (2nd block) day in a staggered fashion.
- Main Door Entry is unlocked from 8:55-3:30pm.
- Visitors to the school will be limited and prioritized to those supporting activities that are of benefit to student learning and wellbeing.
- All visitors must confirm they have completed the requirements of a daily health check before entering and will be required to sign into the school.
- Parents will be encouraged to call or email the school, rather than visit.
- A drop off area will be located at the front of the school and parents/guardians will be asked to leave labelled items on that table and call the school office for

pick up. Or if pre-arranged can come to Main office for pick up and drop off items.

- Common area occupancy limits (additional posted in each area):
 - Main Office - 3
 - Counselling - 3
 - Photocopier Room - 3
 - Library – 30 (or 1 learning cohort)
 - MPR - 30 (or 1 learning cohort)
 - Gym – 60 (or 1 learning cohort)
 - Room 108- 10 (more if apart of same learning cohort)
 - Washrooms - 2
 - Staff Room - 10
 - SSW/ISW Room - 4
 - Upstairs- iPad/Printer Room – 1

- Location of 'Separate Supervised Waiting Area' (ex. for sick student to be located while waiting for a parent pick-up):
 - The Medical Room located in the Main Office is where any student who is sick will wait until parent pick up.
 - If Medical Room is used in the morning our first high touch cleaning of the day includes cleaning of this room.
 - School Boardroom becomes secondary area for any students that are sick in the morning. This room is also used if the Medical Room does not get a high touch clean.
 - First Aid Attendants have updated certification. They also have access to masks, gloves, and other first aid supplies.
 - Special safety measures help create safe schools and reduce the spread of COVID-19. These extra layers of protection measures work well in schools because they're controlled environments that have:
 - Consistent groups of people
 - Robust illness policies for students and staff
 - The ability to have most people follow effective personal practices like hand washing.
 - We are committed to ensuring that Chemainus Secondary is a safe place to learn for students and staff. We must adhere to all of the Ministry of Education's (MOE) Guidelines for K-12 Education, Provincial Health Office (PHO), as well as WorkSafeBC protocols.

- Any specific situations or protocols for interacting or completing work at the site:
 - Traffic flow through the school is managed to reduce crowding and to allow steady flow.
 - Directional floor markings and posters have been implemented and used throughout the building.
 - Staircases are one directional and entry doors will be labelled by learning groups.
 - Student bathrooms will be designated by grade.
 - Gr 7/8-2nd floor washroom-2 max at one time
 - Gr 9/10- washroom by counselling office- 2 max at one time
 - Gr 11/12 Washroom by Art room-2 max at one time
 - Lockers will NOT be used to ensure ample hallway space and avoid crowding. Students will be required to carry their belongings in a backpack/bag.
 - Masks will be required (per MOE guidelines-as of Feb 4/2021) in high traffic areas, shared spaces, in classrooms where physical distancing cannot occur such as our multi graded electives.
 - Multi graded electives (Grade 9/10 and Grade 11/12). Classroom is divided in half by teacher to support learning to each learning group. Learning group to only group or pair up with students from same learning group.
 - Teachers will be encouraged to take their classes outside as much as possible.
 - Classroom windows and doors should remain open during the school day.
 - The Staff will encourage learning groups to practice personal preventive measures like physical distancing, hand hygiene, respiratory etiquette and mask use by: having staff model these behaviours, sharing reliable info to parents/guardians, and promoting their use in the school through use of visual aids and signage.
 - Students when sitting at their desks where physically distance can be in place may remove their masks.
 - Classrooms will be set up to promote spacing between students where possible.
 - All classrooms will have hand sanitizer, disinfectant solution for cleaning surfaces and equipment.
 - Students will be asked to disinfectant their learning space (desk, chair) under the supervision of staff.
 - Students will be encouraged to bring and use their own educational supplies.

- There is no evidence that COVID-19 is transmitted on textbooks, paper, or other paper-based products, so textbooks, library books and paper-based educational resources can be used.
 - Students will be required to clean any shared equipment/supplies under the supervision of staff.
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- **Method for cleaning and disinfection of items not included in high-touch or after-hours cleaning:**
 - All Teaching Classrooms/MPR/Library/Gym/Weight Room/Shared Spaces have a bottle of Vanguard spray paper towels to clean surfaces and spills. Areas to be cleaned by user (student/staff).
 - All Computer Labs have a bottle of Isopropyl spray and a towel for key boards, mouses, screens. Stations to be cleaned by user (student/staff).
 - PHE Equipment have Vanguard spray to be used by students and staff to clean all equipment. This equipment is set up to dry over lunch or overnight before another class uses.
 - PHE/Weight Rooms have a bottle of Vanguard spray and paper towels to clean surfaces, equipment after each individual use, and spills.
 - Art classes all students keep supplies in marked area or in a bag for individual use only. Room has a bottle of Vanguard spray and paper towels to clean surfaces, equipment after each individual use, and spills. Also, access to soap and water. Stations to be cleaned by user (student/staff).
 - All Shops have a bottle of Vanguard spray and paper towels to clean surfaces, equipment after each individual use, and spills. Stations to be cleaned by user (student/staff).
 - Foods use soap and water to clean all surfaces and spills. Are also supplied with a bottle of Vanguard spray and paper towels to clean surfaces if necessary.
 - All iPads used from Library/iPad Storage are to be cleaned by user (student/staff) with Isopropyl spray and towel provided.
 - Photocopying Stations (3 Areas)- are to be cleaned by user (student/staff) with Isopropyl spray and towel provided.
 - Staff Room has been provided with a bottle of Vanguard spray and paper towels to clean surfaces such as microwaves, fridge handle, and surfaces after individual use. Also, access to soap and water. Areas to be cleaned by individual using.
 - School Boardroom also supplied with a bottle of Vanguard spray paper towels to clean surfaces and spills. Area to be cleaned by individual using.