



Roosevelt Park Community School

École Communautaire Roosevelt Parc

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Safety and Restart Plan

(updated September 9, 2020)

School information: Kindergarten to Grade 5

This plan is a living document influenced by meetings with the Roosevelt on-site Occupational Health and Safety Committee using the guidance from WorkSafe BC for K-12 Education, the BC Centre for Disease Control (BCCDC), May 19th COVID-19 Health & Safety Guidelines for K-12 setting issued by the Ministry of Education (MoE) and the Provincial Health Officer.

COVID-19 is an illness caused by coronavirus. Human coronaviruses are common and are typically associated with mild illness, similar to common cold.

In March 2020, the World Health Organization (WHO) declared COVID-19 a pandemic. Symptoms may take up to 14 days to appear after exposure to COVID-19. Most estimates of the incubation period for COVID-19 range from 1 – 14 days, most commonly around 5 days. Staff and students are encouraged to use the BC COVID-19 self-assessment test at: <https://bc.thrive.health/>

Symptoms of COVID-19 may include:

- Fever
- Difficulty breathing
- Sneezing
- Cough
- Sore Throat
- Fatigue

Exposure Control Plan Implementation

Families have been notified of the return of students to Roosevelt Elementary on September 10th and 11th, 2020 as we begin Phase 2 of BC's restart Plan (www2.gov.bc.ca). The province is to return to full-time classes in September 2020. Having students in the classroom helps to minimize learning gaps and provide the academic, social and emotional supports essential for learning.

School information

Orientation days & times:

Thursday, September 10th, 2020

- 9:00 – 11:00 am - Last name: A-H
- 12:45 – 2:45 pm - Last name: I-R

Friday, September 11th, 2020

- 9:00 – 11:00 am - Last name: S-Z

Please note that kindergarten students and their families will be contacted separately for their first day of school dates, times and protocol.

Monday, September 14th – ALL STUDENTS RETURN

- Regular class time: 8:57 to 2:53
- Lunch:
 - Cohort A & B 11:35 to 12:20
 - Cohort C & D 12:00 to 12:45
 - Cohort E & F 12:00 to 12:45

*Students will line up at their designated spots by 8:57 am and will wait until their teacher comes to pick them up. We encourage all students to come to school close to the bell as the school will not be open for students. Students who require breakfast, will be served in classrooms from 9:00 to 9:15 am.

Parents/guardians: please wait outside for your child(ren) at designated entry and exit points, with social distancing in mind. The school asks for prompt drop off and pick up times.

Roosevelt Learning Cohorts

A learning cohort is a group of students and staff who remain together throughout a school term (school quarter, semester or year) and who primarily interact with each other.

Learning Cohort A	Division 1 & 8	(Lyon and Boutin)
Learning Cohort B	Division 2 & 9	(Weatherby and Barak)
Learning Cohort C	Division 10 & 11	(Boker and Loranger)
Learning Cohort D	Division 3 & 12	(Skog and Burchell-Reyes)
Learning Cohort E	Division 6 & 13	(Gamble and McDowall)
Learning Cohort F	Division 5 & 14	(Bergman and Van Vliet)

School Premises

- All classrooms will be used.
- All bathrooms will be used.

- Classes will enter and exit from specific doors within their designated cohort.
- Gym will be used for gym and band classes.
- Room 101 will be used as the quarantine area.
- Staff will greet students at each designated entry point to bring them into the school as well, staff will escort classes out when the bell rings. Classes of younger students will enter the building first at the beginning of each session. Classes of older students will be the first to exit at the conclusion of each session.
 - Student Entrances and Exits:
 - Division 1 & 8 Daycare door
 - Division 2 Gym door by science room
 - Division 3 & 12 Flag pole
 - Division 5 & 14 Back undercover
 - Division 6 & 13 Back of school
 - Division 9 Front door
 - Division 10 Gym door by basketball hoop
 - Division 11 Gym door by recycling bin

Teachers will need to be prompt to pick up classes. While students are entering the building teachers can assess students' health and look for signs of sickness. Teachers will also carry hand sanitizer that they will use to assist students in sanitizing their hands before entering the building.

- Staff Access:
 - All staff members are required to enter and exit the building through the front doors. Staff will need to check in & out with the office staff. Staff will confirm their health status.
 - Staff can access the school site any time before 4:00 pm on weekdays. Weekend access is permitted; however, staff will need to use sign in and out procedure as well as sanitize all common touch areas accessed before exiting the building.
- Visitor Access:
 - There will be limited access to visitors and access during school hours should be prioritized to those supporting activities that benefit student learning and well-being (e.g. teacher candidates, public health nurses, etc.).
 - Visitors will be made aware of health and safety protocols and requirements prior to entering the school (e.g. maintaining physical distance, requirement to wear a non-medical mask in high traffic areas such as hallways, buses and when working with students from a different learning cohort).
 - Visitors will be required to confirm they have completed the requirements of a daily health check before entering.

- The school will keep a list of the date, names and contact information for any visitors who have entered the school. Additionally, a checkbox for the visitor will confirm they have completed their daily health check.
- All doors will be locked, except the front door which will be locked at 9:30 am. There will be a doorbell at the front door for people trying to access the school after 9:30.

Cleaning and Hygiene

- General cleaning and hygiene protocols are outlined in the School District 52 Exposure control plan.
 - Roosevelt’s site will receive a thorough cleaning of all rooms and facilities during the working week, during the day and in the evening by custodial staff.
 - Student washrooms, staff washrooms and high traffic areas, such as the office service counter and the library circulation desk, will be thoroughly cleaned and disinfected twice daily.
 - In multiuse areas, such as the photocopy room, sanitizer spray will be available, and staff are asked to thoroughly spray down and wipe equipment before and after use.

Maintaining Physical Distance procedure

- École Roosevelt staff will follow physical distancing procedures as outlined in the School District 52 Exposure Control Plan.
- Staff members will be assigned to a specific cohort. Staff requiring contact with more than one cohort will be required to wear a mask, when social distancing cannot be maintained effectively.
 - Exceptions will be made for staff who cannot wear masks for medical and/or disability-related reasons.

How is École Roosevelt configuring classrooms and learning environments to allow distance between children and adults?

- General social distancing procedures are outlined in the School District 52 Exposure Control Plan. École Roosevelt Park will implement site-specific procedures in the following areas as outlined below:
 - Teachers will establish routines and expectations to keep students in their physical bubbles during class time and during transitions, as much as possible. Staff will

continue to remind students to not touch others and encourage social distancing whenever possible.

- Learning environments will be configured differently to allow distance between students and adults, whenever possible. Seating will be assigned, when and where applicable.
- Staff will monitor the use of supplies and learning materials. Teachers will be responsible for implementing systems for regular cleaning and sanitizing of all shared materials and resources. When supplies are used by multiple students, hand washing protocols will be in place, the supplies will be cleaned and sanitized during the day. Excess equipment may be stored out of the learning environment to open more space in the school.
- Access to staff room will be limited to numbers reflective of safe social distancing measures. Using communal appliances such as oven, refrigerator, etc is discouraged, but if used, appliances must be sanitized before and after use.

In the event of illness

- It is imperative that both staff and students come to school in good physical health. If both staff and students are experiencing even mild symptoms of illness, including a common cold they are asked to stay home, monitor symptoms and if the need arises call 811 to receive advice for next steps and the length of time to remain away from school.
- During the implementation of this plan, room 101 will remain as a quarantine room as well as the schools first aid room. All of the necessary first aid equipment as well as personal protective supplies will be located in room 101.
- If a student or staff member develops symptoms at school, the school will:
 - Provide the student/staff with a non-medical mask if they don't have one (exceptions will be made for those students and staff who cannot wear masks for medical and/or disability-related reasons).
 - Provide a space where staff or students can wait comfortably that is separated from others (ie quarantine room).
 - Escort the student directly to the quarantine room and the student's caregiver will be contacted as soon as possible to pick up the student. Arrangements will be made for the student/staff to go home as soon as possible.
 - Supervise and care for the student, when separated.
 - Clean and disinfect the areas that the student/staff used.
 - Encourage the student/staff to seek assessment by a health-care provider. The student/staff will receive the Northern Health COVID-19 Assessment card which includes a local Northern Health phone number to call.
 - The Virtual Clinic and Information Line: 1-844-645-7811
 - Request that the student/staff stay home until COVID-19 has been excluded and symptoms have resolved.

Communication to Parents

- Updates and important announcements will be posted on the École Roosevelt Park website as well as multiple social media platforms including Facebook and Twitter.
- Families will be sent a newsletter outlining the updated procedures, the new schedule for school access, and the emphasis to keep children home if they show any even mild symptoms of Covid-19 or a common cold.
- Social stories regarding going back to school will become available via the school website and social media. These posters will be shared to give students a visual aid to remind them of new school access procedures as well as to ease anxiety about the return to the school site.

Continuity of Supports

- How are you providing full time instruction, when requested, to students with disabilities/diverse abilities and students requiring extra support?
 - We will provide students with disabilities/diverse abilities full time instructions by the following methods:
 - The classroom teachers will work with LST's and EA's to develop a plan for these students, following the goals and strategies of their IEP, if they have one.
 - We will continue to provide support.
 - We will continue to provide differentiated instruction.

Continuity of Learning

- Signage depicting health and safety regulations will be visible throughout the school. Social Stories may be used to build capacity and ease anxiety around the new normal.
- Seating inside the classroom will be organized according to the following:
 - Seating will be adjusted to accommodate space between adjacent tables, as much as possible.
 - During the school day, chairs and tables used by students will be cleaned and sanitized throughout the day as needed.
 - Any furniture that jeopardizes space will be removed and stored on site for future use. Microwaves will be removed from the classrooms as they are an area that is typically congested and high touch.

- School supplies will be provided for students. Shared supplies will be cleaned and sanitized as needed.
- Emphasis will be placed on increased hand washing when using items that are difficult to sanitize, such as sensory items (e.g. sand).
- Emphasis will be placed on personal space and teaching students to not touch others. Physical boundaries while at school will need to be established and explained by the classroom teacher.
- Rooms will be equipped with spray bottle sanitizer for disinfecting throughout the day.
- Hand sanitizer will be provided for all locations that do not have a sink. Soap and water will be available for all other classes.
- How are you organizing the delivery of in-class instructions?
 - We are returning to our regular school hours; however, recess and lunch times will be adjusted to conform to learning cohorts.
 - School starts at 8:57 am
 - School ends at 2:53 pm
 - Recess times
 - Cohort A & B 10:15 to 10:30
 - Cohort C & D 10:35 to 10 :50
 - Cohort E & F 10:55 to 11:10
 - Lunch for Cohort A & B
 - Lunch recess 11:35 – 11:55 pm
 - In-class eating 12:00 – 12:20 pm
 - Lunch for Cohort C & D
 - In-class eating 12:00 – 12:20 pm
 - Lunch recess 12:25 – 12:45 pm
 - Lunch for Cohort E & F
 - Lunch recess 12:00 – 12:20 pm
 - In-class eating 12:25 – 12:45 pm
 - Teachers will assess their students’ health before they enter the school.
 - An entry routine will be established where younger classes will enter the building first. Classes will use designated entry points and will follow established routines when entering the building. Classes must be escorted by the teacher at all times.

- A maximum of one cohort will enter an entry point during peak hours (beginning of morning and afternoon sessions).
- Only students will be permitted to enter the building. Families will be asked to remain outside the building while dropping off or waiting for their children.
- Late students will lineup outside of the office window to receive a late slip before coming to class. Signage will be available to demonstrate waiting procedure that respects personal space and physical distancing.
 - **At 9:30 am, the front door will be locked for the rest of the day. Students arriving late will have to ring the bell for entry.**
- Exiting routines:
 - Exiting procedure should be discussed and practiced by the classroom teacher.
 - Older students will exit first escorted as a class by the classroom teacher.
 - Exit through the same point that they entered.
- PE classes:
 - All physical activities should be individualized or made safe according to social distancing guidelines, hand sanitizing protocols and cleaning and sanitizing of equipment.
 - Everyone will sanitize their hands before entering and upon leaving the gymnasium.
 - Outside play is encouraged.
- Library will be available during class time. Classes will attend the library by cohort, with cleaning and sanitizing between cohorts.
- Sm'alyax teachers will visit classes to deliver instructions.

The above safety plan is our current plan but may be updated if circumstances change.

Thank you for your cooperation in executing this plan.

École Roosevelt OHS Joint Safety Committee