

# DEROCHE ELEMENTARY

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RETURN TO SCHOOL PLANNING – COVID-19 PROTOCOLS

SEPTEMBER 2020



# **DEROCHE ELEMENTARY: SITE SPECIFIC**

## **LEARNING GROUPS & DISTANCING**

- 1. Learning Groups:**                      **(Group A)** Divisions 1 and 2              **(Group B)** Divisions 3 and 4
- 2. Separate Play Areas:**              **(Group A)** Div 1 & 2: Back in AM and Recess; Upper Field at Lunch  
**(Group B)** Div 3 & 4: Front in AM, Recess and Lunch
- 3. Separate Exit and Entry:**
  - Division 2 would use “Music Room” for morning entry
  - One-meter markings outside classrooms
- 4. Separate Washrooms:**              **(Group A)** use lower washrooms,    **(Group B)** use upper washrooms
  - Limit of 2 in washroom
- 5. Movement:**                              - One way in the upper hallway; try to wait at either end until hallway clear
- 6. Staffrooms:**                              - LST Room and Staff Room with 6 people max per room.
- 7. Common Areas:**
  - (1) Single way office movement; (2) waiting areas outside library;
  - (3) Limit 2 in copy room, art room; 1 in gym equipment rooms, 1 in the kitchen



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## **BUSES, LST, FOOD, PERSONAL ITEMS & MASKS**

- 1. Masks will be required:** (a) for non staff visitors or for District staff who cannot physically distance;  
(b) a staff person who cannot physically distance from a student outside their your own learning group (or they have no learning group)
- 2. Bus students will:** (a) be lined up in two marked and distanced lines in an “L” shape near bus stop place;  
(b) be required to wear masks and their clean hands before entering and leaving the bus at Deroche  
(c) have a seating plan
- 3. In LST Room students will:** (a) be physically distanced if working outside LG; and (b) be physically distanced from LST teacher.
- 4. Breakfast & Lunch will:** be delivered on separate carts and tables corresponding to each learning group
- 5. Food and Personal Items:** (a) no sharing of any food, personal items such as pencils or erasers;  
(b) other materials such as class set of scissors, glue etc. should have hand washing done before use;  
(c) no sharing outside of learning group unless sanitized



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## **SANITIZING AND VISITORS**

### **Frequently Used Surfaces:**

- (a) Custodian (arrives at 12 pm) will start in classrooms; go to library; then do washrooms
- (b) Teachers will have own “QUAT” spray bottles for counters
- (c) Teachers will have wet wipes for students to do computers
- (d) Staff to wipe down photocopier, microwave and fridge after use

### **Hands:**

- (a) Each class will have hand sanitizer and soap for all student movement in and out
- (b) Front entrance will have requirement to sanitize

### **Visitors:**

- (a) Must only enter by appointment
- (b) Must sign in verifying health and travel and must be in school for important reason for children eg. Non-parent reading volunteers, if we need them, will work in lower music room with outside entrances and windows





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## **HEALTH CHECKS**

**Adult Health Checks:** All authorized adults:

- (a) will first enter the school through the front door only
- (b) will sign in verifying health and travel, (or will have completed an on-line health form)

**Student Health Checks:**

- (a) The principal has and will repeatedly notify Deroche parents of the importance of NOT sending children to school with symptoms such as cough, runny nose, laboured breathing, digestive upset or fever
- (b) Teachers will notify the principal of any student who arrives at school with any of the above symptoms
- (c) The principal will vigorously encourage parents not to send children when someone in their household is awaiting test results for COVID



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## **ISOLATION AND FIRST AID**

**Adult Isolation:** Staff experiencing COVID-like symptoms and/or have had contact with someone who is awaiting results from a COVID test are recommended to: **(a)** take sick leave **(b)** arrange COVID testing **(c)** Notify principal and, if possible, provide permission for him to notify staff

**Child Isolation:** If a teacher informs the principal of a symptomatic student the principal will **(a)** escort the child to our isolation room, either the old LST or reading room **(b)** inform the parents and request pick up ASAP **(c)** supervise or arrange for supervision until pick up **(d)** request that the child not return to school until symptoms are gone AND they are cleared by a health care provider to return.

**First Aid:** The office will no longer be used for First Aid therefore: **(a)** Staff will be provided with band aids **(b)** ice packs will be kept in freezer in old reading room **(c)** Please notify principal or other First Aid rep to come to any injured child.