



UPDATED COVID-19 PROTOCOLS

BCCA Elementary School Campus

September 4, 2020

1. **Daily Health Checks** – All staff and students will be required to complete a health check each morning before coming to school. Those who have a temperature or other signs of illness may not come to school. Our most careful plans and cleaning practices to keep the school safe depend fully on the cooperation and care of each one who enters our facility.
2. **Cohorts** - Learning groups of less than 60 students and teachers have been designed to create small, easily traced bubbles for each child and adult. There are 6 cohorts for K-7 which will operate independently of the others throughout the day:
 - a. Kindergarten Sections K-L, K-B and K-M
 - b. Grade 1-B and 1-C
 - c. Grade 2-S/M and 2-G
 - d. Grade 3-A and 3-F
 - e. Grades 4 and 6
 - f. Grades 5 and 7
3. **Masks** - While masking up is not required within our cohorts and according to the directives from the Ministry of Health, are not required for children in grades K-5, *masks will be needed in all common areas like halls, Library and washrooms when physical distancing is not possible or if a student or staff member needs to cross cohorts.* As mandated, the School has purchased two cloth masks for each child and teachers will show how each child how to properly wear, remove and store them. The most common need for a mask will be when a student uses the washroom between scheduled cohort washroom visits, and is likely to encounter a child from another cohort in the washroom. Masks are not required outside during recess breaks as we will be keeping cohorts together in three rotating play zones.
4. **Building Access** - Parents/guardians and guests will not be able to enter the school building unless they have an appointment. Everyone who enters will need to sign in and out to allow for contact tracing. All students will assemble in cohorts in their designated stations around the school building each morning and *enter by the exterior classroom doors.* End of the day exits will also be through exterior doors.
5. **Food** – Snacks and lunches must be eaten in the classroom to minimize the possibility of germ transmission while using playground and sports equipment at break times. Microwave use has temporarily been suspended so use of thermos containers is encouraged. Students will be required to return all uneaten parts of their lunches including apple cores and drink containers, to their lunch kits and empty them at home each day.
6. **Enhanced Cleaning** – BCCA has hired a dedicated daytime custodian to clean all washrooms, common areas, door handles, light switches and other high-touch areas at least twice per day, in addition to our regular evening all-school cleaning. This is in addition to the extra classroom cleaning that will become a routine for all students in their classes.
7. **Drop-off and Pick-up** – No early drop off is allowed. Children may arrive after 8:15am for our 8:30 start. Those who need Out of School Care must register with the Kids' Club or arrange

private before-school care. Line ups will be spaced around the building in designated Cohorts. Dismissal for K-2 requires a parent or older sibling to collect the child and Grades 3-7 students will assemble on the front lawn in designated cohort zones. Families that have children in multiple cohorts may assemble and wait in their family groupings. Prompt pick-up will be between 3-3:20pm (M-Th) and 12:35-12:55pm on Fridays. No staggered starts or ends are necessary with the spacing and separate entrances we offer.

8. **Personal Hygiene** – The school has doubled the number of hand-sanitizing stations throughout our halls and classrooms. Each classroom is outfitted with a sink. Extra training, care and attention will be taken to remind children of how to wash/sanitize their hands regularly and use proper cough/sneeze etiquette. All reusable masks must be taken home each day and laundered before being used again.
9. **Playground Safety** - Recesses and lunch breaks include 3 staggered times: Kindergarten; Grades 1-3; Grades 4-7. Watch for the specific times to be identified on your teacher’s class timetable. Cohorts (Grade 1-7) will be able to rotate safely through three play zones each week. Kinders will always be in the fully enclosed playground at recess breaks.
10. **School Ventilation** – Our campus has a mechanical ventilation system that will run continuously to allow for proper ventilation in classrooms and hallways.
11. **Bussing** – Bus riders will wash hands prior to boarding and after exiting the bus. They will mask up and sit one to a seat, with an empty seat between them and the next passenger. Families may sit together. The driver will follow all bus company safety protocols.
12. **Sick Students** – Those who are showing signs of COVID-type illness while at school will be promptly isolated in our Health Room and monitored while a call is made to request the child be picked up. Parents/guardians must immediately respond to collect their child and will be required to contact their family physician. If the child needs to proceed with COVID testing, the results must be reported to the school. In the event of a positive COVID result, the School will report immediately to the Fraser Health authority and follow the directives we receive from them, informing any and all affected Cohorts of the action to be taken.