

# Health and Safety Plan

## Formerly Called the 'Safe Return to In-Class Instruction'

The Health and Safety Plan (HSP) has been created for Studio9 by Cadence Trites, Principal, and Mike Guzzi, CEO. This document has been created in conjunction with information and guidelines from the B.C. K-12 Education Restart Plan, the B.C. Ministry of Education, the B.C. Centre for Disease Control (BCCDC) Public Health Guidelines and WorkSafe BC K-12 Education Protocols. *Revised February 2021.*

### Background

Below are the “Five Stages Framework for K-12 Education” mandated by the B.C. Ministry of Education ([https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/five\\_stages\\_k-12\\_education.pdf](https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/five_stages_k-12_education.pdf)). The guidelines and procedures outlined below represent various educational stages, and Studio9 is prepared to shift stages as per Ministry of Education instruction. As of February 2021, Studio9 is following the “Stage 2, In-Class” framework.

STAGE 1	STAGE 2	STAGE 3	STAGE 4	STAGE 5
<b>Learning Group Size</b> <ul style="list-style-type: none"> <li>Elementary: N/A</li> <li>Middle: N/A</li> <li>Secondary: N/A</li> </ul>	<b>Learning Group Size</b> <ul style="list-style-type: none"> <li>Elementary: 60</li> <li>Middle: 60</li> <li>Secondary: 120</li> </ul>	<b>Learning Group Size</b> <ul style="list-style-type: none"> <li>Elementary: 30</li> <li>Middle: 30</li> <li>Secondary: 60</li> </ul>	<b>Learning Group Size</b> <ul style="list-style-type: none"> <li>Elementary: 30</li> <li>Middle: 30</li> <li>Secondary: 30</li> </ul>	<b>Learning Group Size</b> <ul style="list-style-type: none"> <li>Elementary: 0</li> <li>Middle: 0</li> <li>Secondary: 0</li> </ul>
<b>DENSITY TARGETS:</b> <ul style="list-style-type: none"> <li>Not applicable</li> </ul>	<b>DENSITY TARGETS:</b> <ul style="list-style-type: none"> <li>Not applicable</li> </ul>	<b>DENSITY TARGETS:</b> <ul style="list-style-type: none"> <li>50% for all schools</li> </ul>	<b>DENSITY TARGETS:</b> <ul style="list-style-type: none"> <li>25% for all schools</li> </ul>	<b>DENSITY TARGETS:</b> <ul style="list-style-type: none"> <li>0% for all schools</li> </ul>
<b>IN-CLASS INSTRUCTION:</b> Full-time all students, all grades	<b>IN-CLASS INSTRUCTION:</b> Full-time instruction for all students for the maximum instructional time possible within cohort limits.  Self-directed learning supplements in-class instruction, if required.	<b>IN-CLASS INSTRUCTION:</b> Full-time instruction for: <ul style="list-style-type: none"> <li>children of essential service workers<sup>1</sup></li> <li>students with disabilities/diverse abilities</li> <li>students who require additional supports</li> </ul> In-class instruction for all other students for the maximum time possible within cohort limits.  Self-directed and remote learning supplements in-class instruction.	<b>IN-CLASS INSTRUCTION:</b> Full-time instruction for: <ul style="list-style-type: none"> <li>children of essential service workers<sup>1</sup></li> <li>students with disabilities/diverse abilities</li> <li>students who require additional supports</li> </ul> Remote learning for all other students	<b>IN-CLASS INSTRUCTION:</b> Suspend in-class for all students

*Note: as Stage 1 is a return to regular operating procedures, and Stage 5 means that all in-class instruction is suspended, the following health and safety guidelines apply to Stages 2 to 4, unless specified otherwise.*

## General Information

### Why are students mandated to attend in-class instruction?

Throughout the last year, the B.C. Ministry of Education has researched extensively the academic, behavioural, and emotional impact that attending school for in-class instruction (or conversely, attending remote learning) has on children and teens. The Ministry recognizes the importance of having children in the classroom to minimize learning gaps and to provide the academic, social and emotional environments which are essential to every learner.

With this in mind, the Ministry of Education has determined that the best course of action is to have children/teens attend school in an in-class format, while maximizing safety procedures to reduce COVID-19 exposure in both public and independent schools. Studio9 continues to follow the four foundational principles established by the Ministry of Education at the beginning of the COVID-19 pandemic:

- Maintain a healthy and safe environment for all students, families, teachers and staff
- Provide the services needed to support the children of our essential workers (ESWs)
- Support vulnerable students who may need special assistance
- Provide continuity of educational opportunity for all students

### How will Studio9 be maintaining my child's safety this school year?

The Ministry of Education has mandated that all schools in B.C. must implement a comprehensive suite of COVID-19 safety measures in order to protect staff and students alike. These include:

1. The use of Cohorts/Learning Groups for students and staff (whenever possible)
2. Enhanced cleaning and disinfecting protocols
3. Additional hand washing and sanitizing stations
4. Floor markings and posters to address traffic flow
5. Physical barriers where required
6. Stagger recess, lunch, and class transition times for cohorts/learning groups (if needed)
7. Preventing crowding at all times, particularly at the start and end of the school day
8. Avoiding close face-to-face contact whenever possible
9. Ensuring the use of \*masks does not reduce or replace practicing physical distancing and other preventative measures, for both students and staff
10. Ensuring prevention measures are in staff-only areas as well as the school at large
11. Implementing music classes according to the British Columbia Music Educators' Association and the Coalition for Music Education in British Columbia Guidance for Music Classes
12. Ensure physical activity is delivered in line with the guidance of the BCCDC's Public Health Guidance for K-12 Schools

\*Please note that the term ‘mask’ in this document means a non-medical mask or face covering. Medical-grade masks are not recommended within school settings for general use.

### **Will remote learning still be available for my child who attends Studio9?**

During Stage 2, Studio9 is only able to offer in-class instruction. Should your child be ill, away from the school for a small period of time, or asked to quarantine by Interior Health, Studio9 will be able to support her/him with supplemental assignments to work on at home for up to two consecutive weeks. However, the nature of Studio9’s program is conducive to regular attendance.

### **How will student mental health and well-being be attended to during this time?**

During the 2020/21 school year, considerations will be made as to creating a mentally healthy environment to help ease through the transition. Some students may need additional assistance to transition back into new routines. Students may have experienced trauma during the suspension of in-class instruction, therefore it is important that staff and students feel supported in recognizing and reporting to signs of trauma. In responding to situations of trauma, Studio9 staff will be using the Ministry of Education trauma-informed practice resources on the Erase website (<https://mytrainingbc.ca/traumainformedpractice/>).

Students will continue to receive the same level of care and compassion from Studio9 staff members as was prior to the suspension of in-class learning. Students will be carefully monitored by teachers and teaching staff as to changes in their baseline mental health and behaviour, and any discrepancies will be reported to their parents/guardians immediately. Studio9 staff will continue to support student personal practices using positive and inclusive approaches. Studio9 will avoid punitive measures or enforcement activities that exclude students from fully participating in school or that could result in stigma.

Studio9 will continue to recommend the mental health resources that were sent to parents via email on April 27, 2020. These resources are applicable to all students and parents/guardians who require extra support in their mental well-being. These resources are as follows:

1. The Canadian Mental Health Association Kelowna is offering free webinars designed to help individuals cope with stress and anxiety associated with COVID-19. The link to this resource is [https://discoverycollegekelowna.com/coping-with-current-events-managing-anxiety-and-stress/?utm\\_source=CMHA+Kelowna++Donors&utm\\_campaign=d2c39bee68-EMAIL\\_CAMPAIGN\\_2020\\_03\\_24\\_09\\_37\\_COPY\\_01&utm\\_medium=email&utm\\_term=0\\_b6f55ddbd4-d2c39bee68-529855965](https://discoverycollegekelowna.com/coping-with-current-events-managing-anxiety-and-stress/?utm_source=CMHA+Kelowna++Donors&utm_campaign=d2c39bee68-EMAIL_CAMPAIGN_2020_03_24_09_37_COPY_01&utm_medium=email&utm_term=0_b6f55ddbd4-d2c39bee68-529855965)
2. Interior Health is offering free, short-term, one-to-one counselling for those struggling with COVID-19 related impacts. This resource, entitled the BC Covid-19 Mental Health Network, can be accessed at [bccovidtherapists@gmail.com](mailto:bccovidtherapists@gmail.com).
3. Child and Youth Mental Health and Substance Use is offering a resource that has valuable information on how one can support themselves and others (including how parents can support their children) who are exhibiting anxiety and stress during the COVID-19 outbreak. This resource is available at [http://www.sharedcarebc.ca/sites/default/files/CYMHSU%20CoP%20-%20Managing%20Anxiety%20and%20Stress%20in%20Families%20with%20Children%20and%20Youth\\_COVID-19%20%28ID%20322929%29.pdf](http://www.sharedcarebc.ca/sites/default/files/CYMHSU%20CoP%20-%20Managing%20Anxiety%20and%20Stress%20in%20Families%20with%20Children%20and%20Youth_COVID-19%20%28ID%20322929%29.pdf).

4. Mental Well-Being Information and Resources for Students, Families and Caring Adults contains a variety of mental health resources and supports for school districts to share with educators, students, and families (<https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/mental-well-being-information-resources.pdf>).
5. Information on Stigma, Prejudice and COVID-19 from the Centre for Addiction and Mental Health (<https://www.camh.ca/en/health-info/mental-health-and-covid-19/stigma-and-prejudice>).

#### **What happens if there is an exposure to COVID-19 at Studio9?**

An exposure occurs when a person attends school when they may have been potentially infectious with COVID-19 and there is a risk of transmission to others. If there was a potential exposure at school, public health (Interior Health) will work with the school to understand who may have been exposed, and to determine what actions should be taken, including identifying if other students or staff are sick (case finding) or have been exposed.

Public health will notify by phone or letter everyone who they determine may have been exposed, including if any follow-up actions are recommended. Those who public health determines are close contacts will be advised to self-isolate. Those who public health determines are not close contacts but may still have been exposed may be advised to self-monitor for symptoms.

Once those who may have been exposed have been directly notified, regional health authorities post a notification on their website that details the school and dates a person attended when they may have been infectious. In some regions, this exposure notification is also provided by letter to the school community; this is determined at a regional level. To ensure personal privacy rights are maintained, public health will not disclose that a student or staff member is a confirmed case of COVID-19 unless there is reason to believe they may have been infectious when they attended school. Public health will only provide the personal information needed to support effective contact tracing.

#### **What is the difference between a cluster and an outbreak in the school setting?**

A cluster refers to two or more confirmed cases of COVID-19 that occur among students and/or staff within a 14-day period, and isolated transmission is suspected or confirmed to have occurred within the school. When this occurs, public health, under the direction of a Medical Health Officer will investigate to determine if additional measures are required to prevent transmission of COVID-19. It is expected that multiple cases may occur within a 14-day period, especially when COVID-19 is circulating in the community. This does not necessarily mean that transmission occurred in the school, as they can also be the result of interactions outside of the school setting.

An outbreak is when there is sustained, uncontrolled, widespread transmission of COVID-19 within a school, and a Medical Health Officer determines extraordinary public health measures are necessary to stop further transmission in the school or school community. Extraordinary public health measures are at the discretion of the Medical Health Officer and may include ordering the school to close for a certain amount of time or requiring testing of all potentially exposed individuals regardless of symptoms.

## Safety

In addition to all other measures detailed in this document, including but not limited to designated class groupings and spaces, increased cleaning/sanitizing procedures and student schedules, the following measures have been taken to reduce the risk of spread of COVID-19 in our school community.

### Cohorts/Learning Groups

One of the main changes at Studio9 during Stage 2 for the 2020/21 school year is the introduction of Cohorts (Learning Groups). The Ministry of Education has mandated that all public and independent schools implement Learning Groups beginning in September 2020. This mandate, recommended by the Provincial Health Officer, uses Learning Groups to reduce the number of close, in-person interactions while maximizing the number of students who are able to attend school for in-class instruction. This will reduce the number of people each student or staff member comes into contact with, thereby reducing the risk of transmission and ensuring quicker contact tracing by health authorities.

Within a Learning Group, minimized physical contact is required and physical distancing should be maintained as much as possible. Outside of a Learning Group, physical distancing of two metres will remain the expectation for middle and secondary school students, and for all staff.

Whenever possible, desks and tables will be arranged to maximize space between students. Seating arrangements where students directly face one another will be avoided, particularly for middle and secondary students. Studio9 will be using consistent seating arrangements whenever possible. Activities that require close face-to-face contact will be avoided.

A Learning Group is:

- a group of students and staff who remain together throughout the school quarter, semester or year, and who primarily interact with each other.
- Examples include a single class, multiple classes that occasionally meet for additional learning activities, or a group of secondary school students with the same courses.
- Extracurricular activities will likely involve students interacting outside of their Learning Groups and will require appropriate physical distancing in those circumstances.
- Learning Groups are recommended by the Provincial Health Officer as an effective way to limit the number of interactions between people in schools and subsequently reduce potential exposures to COVID-19.

The benefits of Learning Groups include:

1. Learning – Allow full-time attendance instead of on-line/remote instruction
2. Social – Increase peer interaction, avoid isolation
3. Emotional – Increase peer support and connection
4. Psychological – Decrease mental health impacts

At Studio9, we have designated two specific Learning Groups of students. The first Learning Group includes students in the **K/1, 2/3, and 4/5 classrooms** as well as the homeroom teachers and teaching assistants who will remain with the Learning Group throughout the year. The second Learning Group

includes students in the **6/7, 8/9, and 10-12 classrooms** as well as the homeroom teachers and teaching assistants who will remain with the Learning Group throughout the year. Both Learning Groups will contain a maximum of 60 students each, and students in each Learning Group will be allowed to interact and work on shared projects together. Within Learning Groups, seating arrangements will be assigned where practical, and up-to-date list of all members of a Learning Group will be kept in order to share with public health should contact tracing need to occur.

Within each Learning Group, minimized physical contact is required, but physical distancing does not need to be maintained at all times. Outside of a Learning Group, physical distancing of two metres will remain the expectation for middle and secondary school students, and for all staff. Younger students will be encouraged to maintain physical distancing when interacting with students outside of their Learning Group.

Multiple groups of students from different cohorts can be in the same learning space at the same time if physical distancing can be strictly practiced between people from different cohorts, and there is adequate space available to prevent crowding of those from within the same cohort. Masks are not a replacement for physical distancing.

In order to maintain the integrity of Learning Groups, Arts instructors will remain with one Learning Group per semester as much as scheduling will allow. If scheduling will not allow for this, Arts instructors must maintain physical distancing of two metres from all students and staff members. Staff members who must interact with both Learning Groups (office administrators, the Principal, the CEO, etc.) will maintain physical distancing of two metres from all students and staff members.

### **Access to Campus**

Only Studio9 employees, contractors, and scheduled students will be allowed on campus. We are unable to allow siblings, friends, grandparents or other guests to enter the campus. Volunteers/essential visitors will be minimized and must adhere to physical distancing with all students/staff. All visitors, including parents/guardians, volunteers, essential visitors, Teachers On Call, and Teaching Assistants On Call, must wear a mask. All visitors must complete a sign in sheet with their name, date, and contact information which is available at the office. All visitors must also provide active confirmation (e.g. sign in at entry, e-mail before entry, etc.) that they have no symptoms of illness and are not required to self-isolate before entering.

Parents/guardians who need to access the office must make an appointment by calling the school at (250) 868-8816. When in the office, parents must maintain two metre distancing from staff at all times.

Specialists who are contracted to work with specific children with special needs must maintain physical distancing from all students and staff, as well as wear a mask when in the building.

At this time, there will be no access to other parts of the school including washrooms for visitors.

Teachers On Call/Teaching Assistants on Call, who are not assigned to a single cohort, must practice physical distancing when interacting with each cohort. If physical distancing cannot consistently be practiced when performing their role, considerations for the use of a transparent barrier will be in place

in order to reduce physical interaction. If this cannot be implemented, staff will practice physical distancing as possible while interacting with each cohort. Masks are not a replacement for physical distancing.

### **Drop-off /Pick-up Times & Locations**

This year, drop-off and pick-up locations will be separated by Learning Groups. It is imperative that upon arrival at school, students go immediately to their designated area and stay there for the remainder of time until class begins.

For students in grades K to 5, the drop-off/pick-up location is the front gates near Houghton Road and students must remain on the playground between 8:10 and 8:30 am. The entrance/exit door for grades K-5 students and staff is the doors located closest to the front gates/Houghton Road.

For students in grades 6 to 12, the drop-off/pick-up location is the parking lot gates, and students must remain grassy/paved area between the school and portables between 8:10 and 8:30 am. The entrance/exit door for grades 6-12 students and staff is the doors located closest to the office.

For all students, before class supervision will be available between 8:10 and 8:30 am. Students will not be allowed entrance to the school prior to 8:30 am, so please ensure that your child has used the washroom before coming to school. Students who do not wish to hold onto bags or other personal items prior to entering the school may place them at a designated outdoor location.

After-school supervision for all students will be available between 3:30 and 3:45 pm. Students will not be allowed re-entrance to the school after leaving the facilities at 3:30 pm, so teachers will encourage students to use the washroom prior to leaving for the day.

Parents, guardians, and others will not be able to enter the Studio9 grounds during drop-off/pick-up. Parents or other designates are asked to wait on the sidewalk outside of Studio9 for their child to be dismissed to them. Parents or other designates are kindly asked to ensure social distancing and avoid crowding among each other and among students. The school buildings will be closed to everyone except staff members at 3:45 pm.

Students in grades 10 to 12 will be allowed off campus during lunchtime, but must sign in upon return. This sign-in will include information as to where the student visited during the lunch period. We are encouraging students to not visit retail locations during the lunch period and instead visit places outdoors where physical distancing can be maintained.

We will not be able to accommodate late arrivals, nor can we accommodate changes in a student's drop-off schedule. We are counting on the support of parents/guardians or designate to ensure their children are dropped off and picked up on time daily.

Should parents/guardians or designate not pick up their child within the designated after school supervision time frame, an emergency contact will be called to pick up the child. Please make sure to provide up-to-date emergency contact information to the office.

## Screening

The first step in screening is the responsibility of parents/guardians to assess their children daily before sending them to school. Parents/guardians must assess their child each morning for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school. Included with this document is a Daily Health Check which has been created by the B.C. Centre for Disease Control. Parents/guardians, students, and staff are encouraged to use the web app daily at <https://www.k12dailycheck.gov.bc.ca/healthcheck?execution=e1s1>. Mobile apps are also available for download on this site.

Students and staff should stay at home when new symptoms of illness develop. The key symptoms to watch for are fever, chills, cough, shortness of breath, loss of sense of smell or taste, nausea, vomiting and diarrhea.

- If the staff or student (or their parent) indicates that the symptoms are consistent with a previously diagnosed health condition and are not unusual for that individual, they may return to school. No assessment or note is required from a health care provider.
- For mild symptoms without fever, students and staff can monitor at home for 24 hours. If symptoms improve, they can return to school without further assessment.
- If symptoms include fever, or if after 24 hours, symptoms remain unchanged or worsen, seek a health assessment. A health assessment can include calling 8-1-1, a primary care provider like a physician or nurse practitioner, or going to a COVID-19 testing centre.

When a COVID-19 test is recommended by the health assessment:

- If the COVID-19 test is positive, the person should stay home until they are told by public health to end their self-isolation. In most cases this is 10 days after the onset of symptoms. Public health will contact everyone with a positive test.
- If the COVID-19 test is negative, the person can return to school once symptoms have improved and they feel well enough. Symptoms of common respiratory illnesses can persist for a week or more. Re-testing is not needed unless the person develops a new illness. The BCCDC has information on receiving negative test results.
- If a COVID-19 test is recommended but is not done because the person or parent chooses not to have the test or a health assessment is not sought when recommended, and the person's symptoms are not related to a previously diagnosed health condition, they should stay home from school until 10 days after the onset of symptoms, and then may return if feeling well enough.

If a COVID-19 test is not recommended by the health assessment, the person can return to school when symptoms have improved and they feel well enough. Testing may not be recommended if the assessment determines that the symptoms are due to another cause (i.e. not COVID-19).

Returning to school after sickness:

- When a staff, student or other persons entering the school can return to school depends on the type of symptoms they experienced.
- If based on their symptoms a test was not recommended (i.e. the guidance is to 'stay home until you feel better'), the person can return to school when their symptoms improve and they feel well enough.



- If based on their symptoms a test is recommended (i.e. the guidance includes 'get tested'), the person must stay home until they receive their test result. If the test is negative, they can return to school when symptoms improve and they feel well enough. If the test is positive, they must follow direction from public health on when they can return to school.

Students or staff may still attend school if a member of their household develops new symptoms of illness, provided the student/staff has no symptoms themselves. If the household member tests positive for COVID-19, public health will advise the asymptomatic student/staff on quarantine or self-isolation and when they may return to school. Most illness experienced in BC is not COVID-19, even if the symptoms are similar.

Please note that we do not require a health-care provider note (i.e. a doctor's note) to confirm the health status of any individual, beyond those required to support medical accommodation as per usual practices.

We will continue to follow Interior Health instruction for reporting student and staff absenteeism due to health concerns (such as staff and/or student absenteeism over 10 percent of regular attendance), as well as for suspected cases of COVID-19.

Upon entering the building each morning, students will be asked as to how they are physically feeling that day (with reference to the Daily Health Check form). Students who state that they are experiencing any of the following symptoms, which are not symptoms of a pre-existing condition, will be required to go home immediately:

- fever, chills, cough/worsening chronic cough, shortness of breath, loss of sense of smell or taste, diarrhea, headache, and/or nausea and vomiting.

Staff will also be required to assess themselves daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease (with reference to the Daily Health Check form) prior to entering the school, and sign in immediately when entering the school to confirm that they have completed the Daily Health Check and are clear to attend work for the day. Staff who are experiencing any of the symptoms above, which are not symptoms of a pre-existing condition, must not enter the building. **Both staff and parents/guardians of students must sign and return the form at the end of this document verifying that they understand and will abide by the daily screening process prior to sending their child to Studio9 each morning. This must be returned to [office@studio9.ca](mailto:office@studio9.ca) AT THE START OF THEIR ATTENDANCE AT STUDIO9 in order for your child to attend school.**

Students or staff who are experiencing the symptoms above are recommended to contact 8-1-1, a family physician, nurse practitioner or Interior Health to seek further guidance.

Any staff/students who have symptoms of COVID-19, have travelled outside Canada in the last 14 days or were identified as a close contact of a person with a confirmed case of COVID-19 must stay home and self-isolate in accordance with guidance from the BC Centre for Disease Control prior to returning back to in-class instruction.

If a student or staff member develops symptoms of possible COVID-19 infection (as outlined above) while at school, the following protocol will be adhered to:

<i><b>If a Student Develops Symptoms of Illness At School</b></i>	<i><b>If a Staff Member Develops Symptoms of Illness At School</b></i>
<p><b>Staff must take the following steps:</b></p> <ol style="list-style-type: none"> <li>1. Immediately separate the symptomatic student from others in a supervised area.</li> <li>2. Contact the student's parent or caregiver to pick them up as soon as possible.</li> <li>3. Where possible, maintain a 2-metre distance from the ill student. If not possible, staff should wear a mask if available and tolerated, or use a tissue to cover their nose and mouth.</li> <li>4. Provide the student with a mask or tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene.</li> <li>5. Avoid touching the student's body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene.</li> <li>6. Once the student is picked up, practice diligent hand hygiene.</li> <li>7. Staff responsible for facility cleaning must clean and disinfect the space where the student was separated and any areas recently used by them (e.g., classroom, bathroom, common areas).</li> </ol> <p>Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.</p>	<p><b>Staff should go home as soon as possible.</b></p> <p>If unable to leave immediately:</p> <ol style="list-style-type: none"> <li>1. Symptomatic staff should separate themselves into an area away from others.</li> <li>2. Maintain a distance of 2 metres from others.</li> <li>3. Use a tissue or mask to cover their nose and mouth while they wait to be picked up.</li> <li>4. Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g., classroom, bathroom, common areas).</li> </ol>

Students and staff who experience seasonal allergies or other COVID-19-like symptoms, which are related to an existing condition, can continue to attend school when they are experiencing these symptoms as normal (if any change in symptoms occurs, they should seek assessment by a health-care provider).

## Hygiene

Hand washing will take place for both students and employees:

- after entering and before departing the school buildings
- before and after snacks and meals
- before and after breaks/outdoor play
- after using the washroom
- after using a tissue
- after coughing or sneezing
- when hands are visibly dirty
- when moving between different learning environments
- at least once per two hours, managed by teachers

Additionally, teachers will wash their hands:

- before and after applying any First Aid or medication to students or self
- before and after handling food or assisting students with eating
- after contact with bodily fluids (runny noses, spit, vomit, blood)
- after cleaning tasks
- after handling garbage
- after removing gloves

Students and staff must wash hands with soap and water for at least 20 seconds, doing so using their designated classroom sink or hand washing station.

Hand sanitizer containing at least 60% alcohol will be available at entrance/exit points and throughout the school. WorkSafeBC hand washing signage will be posted near all sinks to communicate good hand washing practices. Students and staff will be asked to use hand sanitizer upon immediate entry to the school, and it will be used when hand washing is not readily available.

### **Physical/Social Distancing**

Physical distancing refers to a range of measures aimed at reducing close contact with others. Physical distancing is used as a prevention measure because COVID-19 tends to spread through prolonged, close (face-to-face) contact.

- Within cohorts, physical distancing should include avoiding physical contact, minimizing close, prolonged, face- to-face interactions, and spreading out as much as possible within the space available.
- Outside of cohorts, practicing physical distancing should include avoiding physical contact and close, prolonged face-to-face interactions, spreading out as much as possible within the space available, and ensuring there is 2 meters of space available between people.
- Spaces where members of different cohorts interact should be sufficiently large, and/or should have limits on the number of people so that 2 meters of space is available between people.
- Within and outside of cohorts, there should be no crowding.

Physical or social distancing (e.g. maintaining a distance of two metres between two or more people) is challenging in a K-12 school setting, particularly with younger students. Young children may not be able to consistently reduce physical contact. As such, it is reasonable for Studio9 to establish different expectations for varying age levels and activities. Younger students will be supported to have minimized physical contact with one another, while older students and adults will seek to maintain a safe physical distance whenever possible. When staff and students are interacting with members outside of their Learning Groups, physical distancing will be enforced.

Masks will be required for grades 6 to 12 students and staff at all times when inside the school, in addition to physical distancing whenever possible. Students are not required to wear a mask when eating/drinking, when there is a physical barrier in place, or when sitting at their desk or table. Exceptions will be made for students who cannot wear masks for medical reasons or behavioural reasons. Studio9 will not require a doctor's note to confirm that the student cannot wear a mask.

Even when wearing a mask, students in grades 6 to 12 and staff within that Learning Group will still be required to maintain physical distance from people outside of their learning group. Students in grades Kindergarten to five are not required to wear a mask.

All staff are required to wear a mask while at school (both within and outside of their Learning Group), except when sitting or standing at their seat or desk/workstation in a classroom or learning space, if there is a physical barrier in place, while eating/drinking, or outdoors. Exceptions will be made for staff who cannot wear a mask for medical or behavioural reasons. Studio9 will not require a doctor's note to confirm that the staff member cannot wear a mask.

Studio9 will be following the strategies below during in-class instruction and for all related school activities:

- Avoidance of all close greetings (e.g. handshakes and hugs), with regular reminders for students to keep "hands to self"
- Encouraging students and staff not to touch their faces
- Areas for pick-up, drop-off, and outdoor recess/lunch breaks will be separate for the two Learning Groups
- Teachers are encouraged to take students outside more often for learning opportunities (including those that involve physical health/education) and breaks
- Spreading people out as much as it is practical to do so, including classroom/learning environment configurations to allow distance between students and adults, arrangement of desks/tables so students are not facing each other, and the use of assigned seating
- Managing the flow of people in hallways and bathrooms
- Minimizing admittance to inside the school for people other than staff and students
- Assemblies will be held within Learning Groups or virtually to avoid large gatherings of people in one space
- Parent/teacher and IEP meetings will be held virtually in order to minimize contact with those outside of the school setting
- Limiting attendees from outside of the cohort to the minimum number necessary (e.g. school staff, visitors etc.) to meet its purpose.

- Gatherings or events at the school, including social gatherings of students and/or staff, will comply with the PHO Order for Gatherings and Events.

For situations where members of different cohorts must interact, the following will be adhered to:

- If people will be in the same space for an extended period of time (e.g. beyond 15 minutes), the space should be sufficiently large, and/or should have limits on the number of people so that 2 meters of space is available between people from different cohorts.
- If people will be in the same space for transition purposes (e.g. changing between classes), and other measures are in place (e.g. markings on the floor, staggered transition times), there should be enough pace to ensure no physical contact.

### **Cleaning/Disinfecting Standards & Routines**

On a continuous basis, a thorough cleaning and disinfecting has been undertaken of every classroom, hallway, and all common spaces in all buildings. Classrooms that have soft-surfaces and non-essential materials such as class libraries and manipulatives will have access restricted to a specific Learning Group and will be sanitized frequently.

Signage has also been placed around the school reminding students and staff of enhanced cleaning and hygiene standards and how to follow them.

During the school day, teachers will manage the cleaning routines inside their classroom, in addition to the regular cleanings provided by our custodian. Cleaning will occur at least twice per day. These include:

- Cleaning high-contact surfaces such as desks, tabletops, door handles, toilet handles, faucet handles, light switches, hand railings, lockers, desks/tables (if used by multiple students in a Learning Group), keyboards, appliances, shared equipment, and bottle filling stations, using the disinfectant provided, according to the following instructions of spray the surface and let the solution sit for 30 seconds before touching.
- Before and after snacks and lunch, tabletops will be sprayed with disinfectant and let sit for 30 seconds before touching.
- Reminding students and assisting them in regular cleaning of their personal supplies.
- Refraining from the use of shared equipment (equipment will be designated for staff only and will be disinfected after each use).
- Some frequently touched items like toys or manipulatives may not be able to be cleaned often (e.g. fabrics) or at all (e.g. sand, foam, Playdoh, etc.). These items can continue to be used, if hand hygiene is practiced before and after use.

Enhanced cleaning standards will be undertaken by our custodian throughout the day, and each day after dismissal. This includes:

- General cleaning and disinfecting of the premises will occur at least once a day.
- Frequently-touched shared surfaces will be cleaned and disinfected at least twice a day (e.g. door knobs, light switches, toilet handles, tables, desks, chairs, electronic devices, keyboards, sports equipment, manipulatives, and toys)
- Cleaning and disinfecting any surface that is visibly dirty.

- Use of common, commercially-available detergents and disinfectant products while closely following the instructions on the label.
- Items that are not easily cleaned will be restricted or eliminated for use (e.g. fabric or soft items).
- Garbage containers will be emptied daily.
- Disposable gloves will be worn when cleaning blood or body fluids (e.g. runny nose, vomit, stool, urine).
- Hands will be washed before wearing and after removing gloves.
- Washrooms will be cleaned at least twice a day keeping in line with the high touch surface area protocols.
- Frequent cleaning of areas/equipment commonly used by staff members (photocopier, staff room fridge door handles, etc.)

There is no evidence that the COVID-19 virus is transmitted via textbooks, paper or other paper-based products. As such, Studio9 will not need to limit the distribution of books or paper based educational resources to students because of COVID-19. Laminated or glossy paper-based products (e.g. children's books or magazines) and items with plastic covers (e.g. DVDs) can be contaminated if handled by a person with COVID-19; however, the risk is low. There is no need for these items to be cleaned and disinfected or quarantined for any period of time, or for hand hygiene to be practiced before or after use.

A portable UV sanitizer will be available for all students in grades 6 to 12 to sanitize their cell phones upon entering the building.

## **Materials & Personal Belongings**

### Students:

Personal belongings other than a backpack, jacket, water bottle, lunch kit, essential workbooks, pens and pencils, reusable food containers, and a laptop/iPad/Smart phone (if applicable) may not be brought to school unless authorized by staff. Items brought regularly to and from school should be limited to those that can easily be cleaned and/or are considered to be low risk (e.g. clothing, paper, etc.). Please make sure to have supply items that teachers request via the school supply lists (see [www.studio9.ca](http://www.studio9.ca)) with your child, as sharing of items such as pencils, pens, colouring pencils or markers, rulers, calculators, or other materials will not be allowed. Water bottles will be essential as students will not have access to drinking fountains at the school (our new fountain allows for bottles to be refilled, however).

Lockers and hangers for personal items will be in use. Upon arrival to school, students will place their backpack, jacket, and other necessary items in their locker or at their hanger. Locker/hanger use should be minimized throughout the day, so students should have items necessary for class available on them. No personal toys of any kind will be allowed in school (cards, Rubik's cubes, stress balls, etc.), unless necessary for the student's Individual Education Plan (IEP). Parents/guardians are requested to make sure that their child's items are labelled so that items are not accidentally shared among students.

Students may share some classroom items within Learning Groups. In this case, items must be sanitized after use by a student. Students may also be designated a particular basket or bag in the classroom where they are able to keep needed items for class.

### Teachers:

Each teacher shall maintain their own kit of supplies that will not be shared with other teachers or students from different Learning Groups. This could include:

- Pens, pencils, and erasers
- Dry erase markers
- Wipe board erasers
- Colouring pens/pencils (if needed)
- Sticky notes
- Scissors
- Stapler
- Hole punch

### **Lunch, Snacks, Daily Breaks**

Hot lunch will be available this year for students and staff, with specific protocols in place. At drop-off, we are requesting that parents provide students with all food required for the day (unless the student has hot lunch that day). Please ensure that your child has a refillable water bottle or enough bottled beverages for the day. Students will be allowed to refill water bottles at the bottle refilling station during break time only. Students in grades K-5 must be accompanied by a staff member when filling water bottles to ensure that social distancing between Learning Groups occurs.

For students in grades K-5, snacks and lunches will be eaten in the classrooms. For students in grades 6-12, snacks will be eaten outside during recess time provided that students are not eating while handling communal items or touching high-traffic surfaces. At lunchtime, students in grades 6-12 will be eating in the gymnasium at tables, with specific assigned seating for the year. Students are not allowed to move around the classroom/gymnasium while eating, and must wash hands before and immediately after eating. Microwaves will not be available for student use.

Hot lunch will be prepared and served according to both *Foodsafe* and the *WorkSafe B.C. Restaurants, Cafes, Pubs, and Nightclubs: Protocols for Returning to Operation* rules and guidelines that are appropriate for the school setting. Students in grades K to 5 will have their hot lunch delivered on a trolley and placed outside of the classroom so that physical distancing is maintained between the person serving hot lunch and the students in grades K to 5. Trolleys will be brought back to the cafeteria by homeroom teachers between 12:15 and 12:30 pm. Students in grades 6 to 12 will have their hot lunch dropped off at their designated seat in the gym just prior to the start of lunch. Trolleys will be placed in the gym for dirty dishes and cutlery to be collected. Trolleys of dirty dishes/cutlery will be transported back to the cafeteria at the end of the lunch eating period.

Students will not be allowed to share any food or beverages, and we ask parents not to bring in classroom treats at this time. If it is necessary to bring food into the classroom to share, food must be from a registered commercial business and food must be individually packaged for each student by the business. Students will not be allowed to access outside food deliveries, such as parents dropping off lunch or Skip the Dishes.

At lunchtime, students will be dismissed for outdoor recess by the teacher/teaching assistant after fifteen minutes of designated eating time. All students will clean/sanitize their eating area and must leave the classroom/gymnasium immediately. Students will be encouraged to use the washroom prior to going outside as they are not permitted to come back into the building during outdoor recess time. Students will be supervised outside in their Learning Group area by a teaching assistant. Students will not be allowed to congregate in hallways or common areas. The use of the play structures and group games are now permitted, within Learning Groups and provided that direct contact is not involved. Minimal personal use sporting equipment may be provided and will be cleaned/sanitized immediately after use. No sporting equipment/games may be brought from home.

At the end of outdoor recess/lunch, students are to sanitize their hands and then go directly to their classroom to wash their hands. Recess/lunch start and end times will be the same for both Learning Groups, as their designated eating and outdoor areas are separate.

### **Personal Protective Equipment**

Employees are not required to wear Personal Protective Equipment (PPE), except for masks, but may choose to do so. In this case, employees will be asked to bring their own PPE and maintain disposal/cleaning/sanitizing practices in accordance with the BC Centre for Disease Control. Please note that can PPE may reduce the risk of COVID-19 transmission; however, it is not sufficient as a stand-alone preventive measure. Students in Kindergarten to grade five are not required to wear masks see *Physical/Social Distancing* above), but may do so if their parents wish and send a mask to school. Students in grades 6 to 12 are required to wear masks at all times except when seated at their desk/table, if there is a physical barrier in place, or when eating/drinking. Masks must be disposed of or washed after daily use.

Students should not be required to wear a mask if they do not tolerate it (for health or behavioural reasons). Studio9 does not require a health-care provider note (i.e. a doctor's note) to determine if a person does not tolerate a mask.

Face shields can be worn in place of masks when communicating using lip-reading, when visual facial cues are essential, or when people may be unable to wear a mask due to a medical or behavioural condition. Clear masks that cover the nose and mouth are another option when visual communication is necessary.

### **Facilities**

In certain cases, the two Learning Groups may need to share common areas such as student bathrooms. In this case, members of one Learning Group are only able to use the gender-specific student bathroom at one time. All students of one Learning Group must leave the bathroom prior to students of another Learning Group using the bathroom. Students from a Learning Group different than the one that students in the washroom are from must line up at the designated, physical distanced spots outside of the washroom. If a student is at risk of having an accident, teachers may use their discretion in allowing a student to use the staff washroom. The main door to the student washrooms will remain open in order to limit contact with the door handles. Students will now use paper towel to dry hands instead of air dryers.



As mentioned previously, the bottle filling station will be available to students of one Learning Group at a time. If students from two different Learning Groups need to use the bottle filling station at a particular time, physical distancing and sanitizing procedures must occur between them.

The gym, computer lab, art room, music room, sewing room, and drama room will be open for operation. However, use of these classrooms will be limited to a specific Learning Group. When different Learning Groups must use a particular common room, sanitization procedures will occur between use.

Whenever possible, teachers will be encouraged to use outdoor space for learning/recreational opportunities.

### **Transportation/Field Trips**

As Studio9 does not have bus transportation, no measures will be taken to enhance safety in this area. Field trips involving parent drivers will not occur during the 2020/21 school year. Field trip transportation may only be on foot (within walking distance) or on public transportation (all protocols for using public transportation will be followed, including use of masks). The use of parent volunteers for driving groups is not permitted during stages 2 to 4.

Field trip locations must provide supervisors with their COVID-19 operating plan and ensure that it does not conflict with Studio9's plan. The field trip supervisor will then share the plans with parents and the Studio9 principal. Volunteers providing supervision on field trips must be trained in and maintain physical distancing and other safety/health guidelines, including wearing masks. Field trips must align with Public Health Officer guidelines and orders. No overnight or international field trips will occur at this time.

### **People Movement**

Movement of students around and between buildings and will be minimized and managed by a teacher or teaching assistant. Directional indicators managing flow of people will be placed within the building. Students will remain in their designated classroom unless they need to use the washroom, are going out/in from recess/lunch breaks, or are coming to/leaving school for the day. In some cases, students in a specific Learning Group must move to a different classroom. When this occurs, physical distancing between the members of different Learning Groups will be maintained.

Movement of staff will also be minimized and physical distancing will occur when passing a staff member of a different Learning Group is in the hallway. Staff room use will occur provided physical distancing and proper mask use (when required) is followed.

### **School Ventilation Systems**

No new improvements to school ventilation systems are required at this time. We will be encouraging teachers to open windows during class time (weather permitted) and use outdoor space for learning opportunities.

## Special Education Support

With the exception of Stage 5, Studio9 will make full-time, in-class instruction available for students with disabilities or diverse abilities and students who require additional supports. Studio9 will allow for flexible learning options for students with disabilities or diverse abilities, to ensure equitable access to education. This will involve collaborative conversations with families to respond to questions and concerns regarding their child's education, and to support informed decision-making and choice regarding the most equitable option for their child.

Studio9 will ensure that supports for students with disabilities or diverse abilities are available at the same time as supports for all other students attending in-school instruction. During any transition in Stages or return to school, students with disabilities or diverse abilities will also be allowed to enter the school prior to other students, if families identify this as a need based on health and safety considerations.

Examples of students who require additional support:

- Some children and youth in care
- Students not yet meeting literacy expectations
- Students at risk of not graduating
- Students requiring mental health or substance use supports
- Students with serious medical conditions
- Students who may be at-risk due to the situation in their home environment
- A student with a disability who has been destabilizing due to changes in their routine

Studio9 will continue to offer students who have documented special needs with both an IEP and recommended supports that are available within the school setting. Parents/guardians of students with an IEP will be invited to IEP meetings via the Zoom platform, three times per year. Some students may be provided with outside supports, such as occupational therapy, counselling, and speech pathology. In this case, the individual who provides the outside supports (Occupational Therapist, Counsellor, Speech Pathologist) must adhere to the physical distancing and sanitization/disinfecting protocols of Studio9, and will be required to wear a mask when interacting with the student.

## Regulations Regarding Specific Classes

### Foods and Nutrition/Culinary Arts

As part of the learning program, when food is prepared and consumed by the same students, the following additional safety procedures apply (as well as *Foodsafe* practices):

1. Cleaning and disinfecting protocols (see above) must be maintained.
2. Diligent hand washing for at least twenty seconds, including at the beginning and end of class, before and after handling food, before and after eating/drinking, and when hands are visibly dirty.
3. Laundry must be placed in a basket with a plastic liner, and will be washed with regular laundry soap and hot water (60-90 degrees Celsius)
4. Staff and students will follow *Appendix D: Supplementary Guidance for School Meal Programs* in the BCCDC's COVID-19 Public Health Guidance for K-12 Schools.

### Textiles

As part of the learning program, the following additional safety procedures apply:

1. Diligent hand washing for at least twenty seconds, including at the beginning and end of class, before and after handling shared tools or equipment, and when hands are visibly dirty.
2. Personal spaces and tools will be set up for individual students, as best as possible.
3. Personal items of students will be stored at their workstation.
4. Safety demonstrations where physical distancing is available, if needed.
5. Cleaning and disinfecting protocols applied to shared equipment.

### Music Programs

As part of the learning program, the following additional safety procedures apply:

1. Physical contact is minimized for those within the same Learning Group.
2. Physical distance maintained for all staff and students interacting outside of their Learning Group.
3. Students within the same Learning Group will be spaced as far apart as possible.
4. In grades 6 to 12, masks must be worn when singing.
5. A barrier of plexiglass will be installed in places where physical distancing cannot be maintained.
6. Use of virtual alternatives to concerts/music events.
7. Diligent hand washing for at least twenty seconds before and after participating in music class/using music equipment.
8. Cleaning and disinfecting protocols applied to shared equipment.

### Dance/Physical and Health Education

As part of the learning program, the following additional safety procedures apply:

1. Encouragement of outdoor programs as much as possible.
2. Physical activities that minimize the use of shared equipment and physical contact within learning groups.
3. Physical distancing maintained outside of Learning Groups.
4. Students and staff must be spread out as far as possible during physical activity.
5. Activities should be adapted wherever possible to reduce physical contact.
6. There will be no activities that include prolonged physical contact (i.e. physical contact beyond a brief moment) or crowding.
7. Masks must be worn indoors by students in grades 6 to 12 during low-intensity indoor activities where physical distancing cannot be consistently practiced; wearing masks during high intensity exercise activities or outdoors is based on personal choice.
8. Diligent hand washing for at least twenty seconds before and after participating in Dance/Physical and Health Education class/using equipment.
9. Cleaning and disinfecting protocols applied to shared equipment.
10. Focus on activities that do not use equipment.
11. Smaller groups of students changing for Dance/Physical and Health Education at a time.
12. Warmups, exercises and performance work in small groups allowing for physical distancing to occur as to physical space limitations.
13. Blocking of dance numbers must be choreographed in ways that limit physical touch and face-to-face interactions.
14. Costume items must be limited in their use and properly laundered (see Foods and Nutrition/Culinary Arts above).

### Drama/Theatre

As part of the learning program, the following additional safety procedures apply:

1. Encouragement of outdoor programs as much as possible.
2. Activities minimize the use of shared equipment/props and physical contact within learning groups.
3. Physical distancing maintained outside of Learning Groups.
4. Diligent hand washing for at least twenty seconds before and after participating in Drama/Theatre class/using equipment.
5. Cleaning and disinfecting protocols applied to shared equipment.
6. Focus on activities that do not use equipment.
7. Warmups, exercises and performance work in small groups allowing for physical distancing to occur as to physical space limitations.
8. Blocking of scenes numbers must be choreographed in ways that limit physical touch and face-to-face interactions.
9. Costume items must be limited in their use and properly laundered (see Foods and Nutrition/ Culinary Arts above).

### STEAM Programs and Science Labs

As part of the learning program, the following additional safety procedures apply:

1. Diligent hand washing for at least twenty seconds, including at the beginning and end of class, before and after handling shared tools or equipment, and when hands are visibly dirty.
2. Personal spaces and tools will be set up for individual students, as best as possible.
3. Personal items of students will be stored at their workstation.
4. Safety demonstrations where physical distancing is available, if needed.
5. Cleaning and disinfecting protocols applied to shared equipment.

## Daily Health Check

The following is an example of a daily health check to determine if you should attend school that day.

Daily Health Check			
1. Key Symptoms of Illness*	Do you have any of the following new key symptoms?	CIRCLE ONE	
	Fever	YES	NO
	Chills	YES	NO
	Cough or worsening of chronic cough	YES	NO
	Shortness of breath	YES	NO
	Loss of sense of smell or taste	YES	NO
	Diarrhea	YES	NO
	Nausea and vomiting	YES	NO
2. International Travel	Have you returned from travel outside Canada in the last 14 days?	YES	NO
3. Confirmed Contact	Are you a confirmed contact of a person confirmed to have COVID-19?	YES	NO

If you answered “YES” to one of the questions included under ‘Key Symptoms of Illness’ (excluding fever), you should stay home for 24 hours from when the symptom started. If the symptom improves, you may return to school when you feel well enough. If the symptom persists or worsens, seek a health assessment.

If you answered “YES” to two or more of the questions included under ‘Symptoms of Illness’ or you have a fever, seek a health assessment. A health assessment includes calling 8-1-1, or a primary care provider like a physician or nurse practitioner. If a health assessment is required, you should not return to school until COVID-19 has been excluded and your symptoms have improved.

When a **COVID-19 test** is recommended by the health assessment:

- If the COVID-19 test is **positive**, you should stay home until you are told by public health to end self-isolation. In most cases this is 10 days after the onset of symptoms. Public health will contact everyone with a positive test.
- If the COVID-19 test is **negative**, you can return to school once symptoms have improved and you feel well enough. Symptoms of common respiratory illnesses can persist for a week or more. Re-testing is not needed unless you develop a new illness.
- If a COVID-19 **test is recommended but is not done** because you choose not to have the test, or you do not seek a health assessment when recommended, and your symptoms are not related to a previously diagnosed health condition, you should stay home from school until 10 days after the onset of symptoms, and then you may return if you are feeling well enough.

If a COVID-19 test is not recommended by the health assessment, you can return to school when symptoms improve and you feel well enough. Testing may not be recommended if the assessment determines that the symptoms are due to another cause (i.e. not COVID-19).

If you answered “YES” to questions 2 or 3, use the [COVID-19 Self-Assessment Tool](#) to determine if you should seek testing for COVID-19.

BCCDC’s Symptoms of COVID-19 can be found at <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/symptoms>.

The COVID-19 Self-Assessment Tool can be found at <https://bc.thrive.health/covid19/en>.

## **Confirmation of Understanding and Agreement of Daily Health Check Screenings for the 2020/21 School Year**

By signing below, I agree to screen my child/children (or self, for staff members) for symptoms of illness, including COVID-19, using the Studio9 "Daily Health Check" document, each morning prior to sending your child (or self) to Studio9. I agree to adhere to the instructions on the "Daily Health Check" document and in the case that my child develops COVID-19-like symptoms at school, will pick my child up from school immediately (or have a designate pick up your child immediately). For staff who develop COVID-19-like symptoms at school, he/she must leave Studio9 immediately.

In the case where the parent/guardian is not with the child the morning prior to the child attending school, the parent/guardian agrees to inform the carer of the child the instructions above and have them complete the Daily Health Check for their child.

### **FOR PARENTS/GUARDIANS ONLY:**

Name of Parent/Guardian #1: \_\_\_\_\_

Signature of Parent/Guardian #1: \_\_\_\_\_

Name of Parent/Guardian #2: \_\_\_\_\_

Signature of Parent/Guardian #2: \_\_\_\_\_

Name of child(ren): \_\_\_\_\_

Date signed: \_\_\_\_\_

Designate/emergency contact who will pick up my child in case she/he develops COVID-19-like symptoms while at school.

Name of Designate/Emergency Contact: \_\_\_\_\_

Phone number(s) of Designate/Emergency Contact: \_\_\_\_\_

### **FOR STAFF ONLY:**

Name of Staff Member: \_\_\_\_\_

Signature of Staff Member: \_\_\_\_\_

Date signed: \_\_\_\_\_