



Health and Safety Plan

KCS implements health protocols required by the Provincial Health Officer, Interior Health, the Ministry of Education, and Worksafe BC to ensure that students and staff remain healthy while at school. Our key goal is to ***provide a safe environment for our school community that is based on respect and care for each other.*** KCS recognizes that our community's health and safety includes emotional and social components that deeply impact our students, staff, and families. We commit to respect and care for all families and students with sensitivity, compassion, and love.

Regional or Local Health Protocols

The KCS Health and Safety Plan includes protocols currently recommended or mandated by health authorities. Regional or local health authorities may require additional protocols (such as limiting visitors, size of gatherings, and use of masks) at times throughout the year in response to an increase in transmission of communicable diseases such as Covid-19. Any immediate changes will be communicated via the KCS app and this document will be updated as soon as possible. Please refer to the revision date at the bottom of this document.

Wellness Protocols

- A. Parents and caregivers should assess their children daily for illness before sending them to school. Parents/caregivers and students can utilize the provincial [K-12 Health Check app](#) for daily assessment of symptoms.
- B. Students with symptoms consistent with the Health Check must self-isolate for 5 days if fully vaccinated and for 10 days if not fully vaccinated. Parents/guardians should contact 811 and follow public health guidance on whether their child should be tested for COVID-19. Your child may return to school after self-isolating even if he/she continues to have some symptoms such as a persistent cough.
- C. Staff and other adults are required to complete a daily health check prior to entering the school. If staff or any other adult is sick, they must not enter the school. Anyone with symptoms from the Health Checklist must self-isolate for 5 days if fully vaccinated and for 10 days if not vaccinated.
- D. If your child becomes sick while at school, you will be notified by KCS staff to pick up your child. Please pick up your child as quickly as possible from the main office foyer.

- E. Students and staff who experience symptoms consistent with a previously diagnosed health condition (e.g. seasonal allergies) can continue to attend school as usual while they are experiencing these symptoms.
- F. Fully vaccinated students or staff may still attend school if a family member has COVID-19, provided that the student/staff has no symptoms themselves. Close contacts who are not fully vaccinated must self-isolate and self-monitor for 10 days before returning to school.

Reporting Illness

- A. Families must inform the school if a child's absence is due to illness. Families do not need to inform the school if their child has tested positive or negative for COVID-19.
- B. Provincial Health Authorities are no longer contact-tracing. Instead, anyone who has symptoms or knows that they have COVID-19 must inform their own close contacts to either self-monitor or self-isolate.
- C. KCS will not have information about COVID-19 cases within the school and will not report to the school community about COVID-19 cases.
- D. KCS is required to track student absenteeism and will inform Interior Health if 75% of a grade is absent or if there is 10% higher absenteeism than usual for the entire student population. Interior Health will decide if a school closure is required and KCS will inform the school community.

Strategies to reduce the risk of transmission of communicable diseases:

- A. Minimize crowding
 - a. K-5 students morning entrance:
 - i. Students will gradually enter the school from 8:15-8:25 am to reduce crowding outside and in the hallways at cubbies.
 - b. K-5 recess breaks:
 - i. Students continue to use separate play areas as designated on the schedule.
 - ii. Grade 1, Grade 2/3, and Grade 3 students will continue to use their separate exterior classroom doors or the exterior door by the Flex room to exit and enter at recess breaks.
 - iii. Grade 4, Grade 4/5, and Grade 5 students will stagger leaving for recess breaks slightly (teachers will coordinate this) so that students exit the building in a single file as much as possible. After breaks, the students will enter the building in this order: Grade 5, then Grade 4, then Grade 4/5 so kids are not passing each other in the hallway.
 - c. Middle School recess breaks
 - i. Grade 8's will use the emergency stairwell; Grades 6 & 7 students will exit at slightly staggered times so they aren't in the main stairwell at the same time.
 - ii. Students will continue to line up outside so that students can enter the school building in single file.

- d. HS breaks and lunch
 - i. HS students are reminded not to gather in large groups in the hallway and to respect each other's personal space
 - ii. HS students may eat their lunch in the Flex room or in upstairs classrooms. Students are reminded to spread out as much as possible and to stay in one location while they are eating and have their mask off.
 - iii. No more than 10 students may be in the HS lounge at one time. HS students are reminded to respect each other's personal space in the lounge.
 - iv. Spectators at intrumurals must be spread out across the stage or on the bleachers.

- e. K-5 hallway cubbies
 - i. Students will be reminded to wait until the person next to them has finished retrieving their items from their cubby or backpack.

- f. MS lockers
 - i. Middle School students will be dismissed from the classroom at lunch breaks and end of day by even/odd locker numbers so that every other locker is in use.
 - ii. Students will be reminded in the morning to come into their classrooms rather than visiting in the hallways by their lockers.

- g. HS lockers
 - i. HS students will be reminded not to gather in groups around someone who is accessing their locker.
 - ii. HS students are asked to wait to access their locker until the person next to them is finished with their locker.
 - iii. Students are welcome to carry their backpack with them throughout the day so that they don't need to use their locker.

- h. Dismissal
 - i. K-8 students will be brought outside at staggered times according to their designated pick-up time. EA's will bring the first group of students outside and teachers will bring the second group of students outside.
 - ii. Students will wait in designated areas to be picked up. Students may not play and must be ready with their backpacks so that they can leave as soon as their parents arrive.
 - iii. Students who walk or catch a city bus are reminded to leave the property right away.

- i. Common areas (50% capacity) and hallways
 - i. The theatre can have 60 students maximum for events and activities. Students must leave empty seats between them when possible.

- ii. The West Flex primary gym can have 90 students (four classes) maximum for Elementary chapel. Students must be spread out to use as much of the room as possible.
 - iii. All K-12 students are reminded to stay to the right side of the hallway when moving throughout the school. HS students are reminded to be aware of younger students and to give them lots of space when they are walking through the hallways.
 - j. K-5 washrooms
 - i. Kindergarten students will only use their classroom washrooms.
 - ii. Grade 1 students will use the Kindergarten washroom in N109 or in the Resource Room.
 - iii. Teachers will allow only 1 student from the class at a time to use the washroom during instructional time.
 - iv. Students are reminded to wait in the hallway if there are already three students in the washroom.
 - v. Students are asked not to pass each other in the washroom entrance but to wait for the person leaving the washroom to step into the hallway.
 - k. MS and HS washrooms
 - i. Students are reminded to wait in the hallway if there are already three students in the washroom.
 - ii. Students are asked not to pass each other in the washroom entrance but to wait for the person leaving the washroom to step into the hallway.
 - l. Change rooms
 - i. Grade 6-12 students will continue to use change rooms before and after gym. Students are reminded to spread out in the changerooms and respect each other's personal space.
 - ii. Grade 4 and 5 students will not use change rooms until further notice.
 - m. Classrooms
 - i. K-12 students may not sit facing each other in the classroom unless they are distanced from each other or have a plexiglass divider between them.
 - n. Singing
 - i. Students must be in rows, not facing each other, when singing.
 - ii. Worship teams must be spread out and not facing each other. Singers may not share a microphone. Singers must be distanced from the audience.
 - iii. Students are reminded to keep their mask on while singing.
- B. Hand Hygiene
 - a. Students will wash their hands with soap/water or sanitizer for 20 seconds throughout the day:

- i. When they arrive at school and before they go home
 - ii. Before and after recess breaks
 - iii. Before and after eating or drinking
 - iv. After sneezing or coughing into hands
 - v. Before and after washroom breaks
 - vi. After using shared equipment in PE class, during recess breaks, or in the classroom.
- b. Students will be reminded how to wash their hands properly.
 - c. Students may bring their own sanitizer or plain soap if they are on the list authorized by Health Canada or have a medical condition that requires specialized soaps. (See the [List of Hand Sanitizers Authorized by Health Canada](#) in Canada.)
 - d. Students will be reminded to cough or sneeze into their elbow, sleeve, or tissue and to wash their hands immediately after.

C. Masks

- a. All KCS staff are required to wear a mask indoors until the current Public Health Order is lifted unless they are medically exempt.
- b. All students in Kindergarten-Grade 12 are required to wear a mask indoors until the current Public Health Order is lifted. Students are expected to wear masks whenever possible for as much of the day as possible, especially when in proximity to others. KCS strongly recommends that families make use of this additional layer of protection for their own children and other children.
 - i. Families should check that masks fit well, without gaps around the nose or cheeks.
 - ii. Families may request that their child be exempt from wearing a mask at times during the day (i.e. when sitting at a desk)
 - iii. A medical note is not required to request exemption from wearing a mask. KCS strongly recommends that families encourage their children to wear a mask during the day as much as possible.
 - iv. Students who are not wearing a mask will be fully included in all school activities and events.
 - v. Students are not required to wear masks during high-intensity physical exercise (i.e. during parts of PE class).
 - vi. Masks are available at the front office.
- c. K-8 students do not need to wear masks outside during recess breaks but need to put on their mask when entering the school building. K-5 teachers will hand out students' masks to them after breaks while still outside; Middle School students need to carry their mask in their coat pocket.

D. School Gatherings and Events

- a. Student assemblies and chapels will be live-streamed or held via virtual meetings.

- b. Gatherings for extracurricular activities such as sports will be limited to two teams. Tournaments (multiple teams in one location) are currently suspended. Spectators are not allowed for any sports events.
 - c. Educational or extra-curricular events hosted by the school do not require proof of vaccination.
- E. Shared items
- a. Students will be reminded not to share personal items (water bottles, utensils, food, clothing items) with each other.
 - b. Frequently touched surfaces will be cleaned regularly.
 - c. Students will be reminded to wash their hands (or use hand sanitizer) before and after using shared items such as playground equipment, pencil crayons/markers, toys, computers, etc.
- F. Transportation
- a. Students, staff, and the bus driver will be reminded to use hand sanitizer before and after trips on the KCS school bus and van.
 - b. All students, staff members, and volunteers will be required to wear masks on the bus. Bus drivers are not required to wear a mask while driving. Windows will be opened, weather permitting.
 - c. Car-pooling for school events is allowed. Masks must be worn by all occupants except for the driver, all occupants will be reminded to use hand sanitizer, and volunteer drivers will be requested to clean frequently touched surfaces.
- G. Visitors
- a. Visitors are not permitted in the school unless approved by an administrator for educational purposes or student well-being (outside support services).
 - b. KCS families are requested to drop-off/pick-up students outside of the school or to wait in the foyer until KCS staff bring their child to them. Parents/guardians are not permitted to be in other areas of the school building.
 - c. KCS families and visitors are requested to respect each other's personal space while in the building and while outside in the parking lots or in the playground/field.