



## Revelstoke Secondary School

P.O. Bag 5100 1007 Vernon Avenue  
Revelstoke, British Columbia V0E 2S0  
Telephone: (250)837-2173 Fax: (250)837-7164

### Overall Safety Protocols

Proper hand hygiene along with physical distancing are the strongest personal actions that can be taken to mitigate risk from COVID-19, and indeed all sickness. Hand-washing is required upon school entry and before/after breaks and eating, using the washroom and using gym/playground equipment. The Public Health Office guidelines state that high school students are expected to meet these expectations, especially being able to maintain appropriate physical distancing when interacting with peers from different cohorts.

RSS is confident that our students and staff will work together to meet these guidelines to maintain a safe school environment.

### Daily Health Check

Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school. **If a child has any symptoms, they must not come to school.** Further information regarding daily health checks is attached as appendices and is posted on the [SD19 website](#).

### Contact Information

We will be sending the annual student information **Verification Form** home in the coming days. Please review carefully and ensure contact information is current including naming an emergency contact if you cannot be reached during the school day. Home contact for pickup will be made if students demonstrate symptoms of illness during the school day.

### School Bus Transportation

- To reduce bus capacity students are encouraged to walk, cycle or ride by private vehicle.
- Students should clean their hands **before they leave home** to take the bus, when they leave school prior to taking the bus and when they get home.
- Students will be assigned to a regular seating plan on the bus.
- A process will be in place for the loading and unloading of students on the bus.
- Students will be seated as per the recommendations from the BC Provincial COVID-19 Health and Safety Guidelines.

- Secondary students will be required to wear masks subject to the note below.
- Enhanced cleaning protocols have been established for all buses.

### **Personal Protective Masks**

Masks are required for all staff and all students in Secondary School when they are in high traffic areas like school buses and hallways, and anytime they are outside of their classroom or learning group and they cannot safely distance from others, subject to the note below \*.

Wearing a non-medical mask, face covering, or face shield in schools outside of the circumstances outlined above is a personal choice for students and adults. Schools will have non-medical masks available for students and adults. Masks should be carried at all times while in the school.

\*Exceptions will be made for students and staff who cannot wear masks for medical or disability related reasons.

### **First Day Schedule--September 10<sup>th</sup>**

<b>9:30-10:00</b>	Grade 9, 10, 11 and 12 Students pick up their schedules and masks and go directly to their first class Grade 8 students will go to the theater
<b>10:00-11:20</b>	First Period
<b>11:20-11:35</b>	Nutrition Break—students should go outside if possible while practicing physical distancing
<b>11:35-12:55</b>	Second Period
<b>12:55</b>	Dismissal—students leave the building immediately and practice physical distancing outside the school.

### **Regular School Schedule**

School Start	8:45 am
Lunch	Staggered by cohort (see below)
School Dismissal	3:10 pm

### **Entrances/Exits**

We ask that students do not enter the building until 8:30 am. If waiting outside the school, students should practice physical distancing.

Students must put on their masks and wash/disinfect their hands upon entering the building, and then go directly to their first classroom, where they will again wash/disinfect their hands.

Students will use the following entrances:

**Grade 8** - South Entrance (door facing towards BVE)

**Grades 9 and 10** - Main Entrance

**Grades 11 and 12** - Community Entrance

### **Lunch**

Any student can eat their lunch outside of the school building (i.e. at home, or downtown) as we are an open campus. Lunch times are one hour long to accommodate students leaving the school to eat their lunch elsewhere.

As well, students are encouraged to go outside during lunchtime if they do eat lunch at school.

The Cafeteria vendor will be open at Break and Lunch times. A line-up area will be clearly marked. Once students have received their order they are to go to their designated eating area.

Students are not to share food or drink, and home-made treats/snacks should not be brought to school for sharing. Personal water bottles are encouraged. Students should take any recyclables home with them for disposal.

#### **Grade 8: 11:20-12:20**

- 2 classes eat in classrooms, 2 classes eat in Cafeteria on a rotating basis, or students may leave the school building

#### **Grade 9: 11:30--12:30**

- 2 classes eat in classrooms, 2 classes eat in Library on a rotating basis, or students may leave the school building

#### **Grades 10-12: 11:40--12:40**

- eat in classrooms, or students may leave the school building

Gymnasium use at lunch: rotating cohort schedule at lunch TBD. Supervised by staff member.

## **Break Times**

### **Grades 8**

- 10:00-10:05
- 1:40-1:45

### **Grade 9**

- 10:10-10:15
- 1:50-1:55

### **Grades 10-12**

- 10:20-10:25
- 2:00-2:05

## **Hallways**

We will follow the “Rules of the Road”

- Keep right in the hallways
- Please no ‘bunching’ and blocking traffic
- Lockers may be available at a later date. RSS must first observe traffic flow in the school over the first few days.

## **Counselling Appointments**

Requests for course changes are very limited this year. Due to the nature of reorganizing courses and schedules to meet the guidelines regarding learning cohorts, course change requests are very difficult to achieve. Only serious academic issues will prompt immediate course changes. For example, a missing course required for graduation is a high priority for course change, other requests may be given a lower priority, and some may be dismissed.

If a counselling appointment is desired, please follow this procedure:

- Email your counsellor (Last name A-K Erin Williams [ewilliams@sd19.bc.ca](mailto:ewilliams@sd19.bc.ca); Last Name L-Z Lissa Cancilla [lcancilla@sd19.bc.ca](mailto:lcancilla@sd19.bc.ca)) with your detailed specific request.
- The counsellors will contact you for either a telephone appointment, or a face to face meeting
- Please DO NOT try to see the counsellors without an appointment.
- Please follow all physical distancing guidelines in the counselling office area.

## **Split-Grade Classes**

Due to the nature of some senior elective courses, students may find themselves in classes with a different cohort. While RSS recognizes that this situation is not ideal, with responsible actions that are laid out in the guidelines for these situations these classes can be managed. These actions can include:

- Physical distance of 2 meters between different cohorts in the classroom
- Use of masks where necessary

## **Gatherings Outside of School**

It's not often that I would provide direction to students and parents regarding social activities. The Ministry of Education, and the Provincial Health Office are reminding us all of the critical roles we play in reducing the spread of COVID-19, and have emphasized the high risks associated with "large social gatherings". Dr. Henry and the Public Health Office have been clear that these activities place all of us at risk in the community.

Students, your actions to reduce risk at RSS is the foundation of having a safe environment at the school. Parents, please work with us to encourage your children to avoid those larger gatherings. I realize that unofficial Grad events, parties, and other social gatherings will be missed.

## **Personal Belongings**

RSS is justifiably proud that we as a school community have created a very safe space. In the past, many students felt comfortable with leaving personal/school belongings around the school during the day and overnight. Due to increased cleaning protocols, that can no longer be the case.

Any student belongings left unattended at the school will be immediately placed in the Lost and Found so that the school can be cleaned rigorously and efficiently.

# Appendix 1 – Daily Health Check – Individual Home Screening



School District 19  
(Revelstoke)

## COVID-19 Information for Families

Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school.

### **IF A CHILD HAS ANY SYMPTOMS, THEY MUST NOT GO TO SCHOOL.**

Watch for symptoms of COVID-19 that can appear up to 14 days after being exposed to the virus and are similar to other illnesses including the flu and common cold.

Daily Health Check	
1. Symptoms or illness*	Does your child have any of the following symptoms? Fever Chills Cough or worsening of chronic cough Shortness of breath Sore throat Runny nose Loss of sense of smell or taste Headache Fatigue Diarrhea Loss of appetite Nausea and vomiting Muscle aches Stuffy nose Conjunctivitis (pink eye) Dizziness, confusion Abdominal pain Skin rashes or discoloration of fingers or toes.
2. International Travel	Have you or anyone in your household returned from travel outside Canada in the last 14 days?
3. Confirmed Contact	Are you or is anyone in your household a confirmed contact of a person with COVID-19?

\*Check BCCDC's [Symptoms of COVID-19](#) regularly to ensure the list is up to date.

If you answered "YES" to any of the questions and the symptoms are not related to a pre-existing condition (e.g. allergies) your child must **NOT** come to school.

If they are experiencing any symptoms of illness, contact a health-care provider for further assessment. This includes 8-1-1, or a primary care provider like a physician or nurse practitioner.

If you answered "YES" to questions 2 or 3, use the COVID-19 Self-Assessment Tool to determine if you should be tested for COVID-19.

**If you have a fever, a new cough,  
or are having difficulty  
breathing, call 8-1-1.**

**COVID-19**

September 4, 2020

## Appendix 2 - Handwashing



# REDUCE THE SPREAD OF COVID-19. WASH YOUR HANDS.

**1**  
Wet hands with warm water

**2**  
Apply soap

**3**  
For at least 20 seconds, make sure to wash:

**4**  
Rinse well

**5**  
Dry hands well with paper towel

**6**  
Turn off tap using paper towel

palm and back of each hand

between fingers

under nails

thumbs

1-833-784-4397

@canada.ca/coronavirus



Public Health  
Agency of Canada

Agence de la santé  
publique du Canada

Canada

### When Students Should Perform Hand Hygiene:

- When they arrive at school.
- Before and after any breaks (e.g., recess, lunch).
- Before and after eating and drinking (excluding drinks kept at a student's desk or locker).
- Before and after using an indoor learning space used by multiple cohorts (e.g. the gym, music room, science lab, etc.).
- After using the toilet.
- After sneezing or coughing into hands.
- Whenever hands are visibly dirty.

### When Staff Should Perform Hand Hygiene:

- When they arrive at school.
- Before and after any breaks (e.g. recess, lunch).
- Before and after eating and drinking.
- Before and after handling food or assisting students with eating.
- Before and after giving medication to a student or self.
- After using the toilet.
- After contact with body fluids (i.e., runny noses, spit, vomit, blood).
- After cleaning tasks.
- After removing gloves.
- After handling garbage.
- Whenever hands are visibly dirty.



## Coronavirus COVID-19

BC Centre for Disease Control | BC Ministry of Health



### CLEANING AND DISINFECTANTS FOR PUBLIC SETTINGS

**Good cleaning and disinfection are essential to prevent the spread of COVID-19 in BC.**

This document provides advice to public groups, transit, schools, universities, child care and other institutions in BC on cleaning for non-health care settings.

Make sure to wash hands with plain soap and water after cleaning or use an alcohol-based hand sanitizer.



OR



**Cleaning:** the physical removal of visible soiling (e.g. dust, soil, blood, mucus). Cleaning removes, rather than kills, viruses and bacteria. It is done with water, detergents, and steady friction from cleaning cloth.

**Disinfection:** the killing of viruses and bacteria. A disinfectant is only applied to objects; never on the human body.

**All visibly soiled surfaces should be cleaned before disinfection.**

**Cleaning for the COVID-19 virus is the same as for other common viruses.** Cleaning products and disinfectants that are regularly used in households are strong enough to deactivate coronaviruses and prevent their spread.

**Recommendations:**

- General cleaning and disinfecting of surfaces should occur at least once a day.
- Clean and disinfect highly touched surfaces at least twice a day and when visibly dirty (e.g. door knobs, light switches, cupboard handles, grab bars, hand rails, tables, phones, bathrooms, keyboards).
- Remove items that cannot be easily cleaned (e.g. plush toys).

**Cleaning** .....

For cleaning, water and detergent (e.g. liquid dishwashing soap), or common, commercially available cleaning wipes should be used, along with good physical cleaning practices (i.e. using strong action on surfaces).

**Disinfection** .....

For disinfection, common, commercially available disinfectants such as ready-to-use disinfecting wipes and pre-made solutions (no dilution needed) can be used. Use the figure and table below for guidance. Always follow the manufacturer's instructions printed on the bottle.



Ministry of Health



BC Centre for Disease Control

**If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.**

Non-medical inquiries (ex. travel, physical distancing): 1-888-COVID19 (1888-268-4319) or text 604-630-0300

IPC v3.2



## Appendix 4 – Exhibiting symptoms- isolation room

<p><i>If a Student Develops Any Symptoms of Illness</i></p>	<p><i>If a Staff Member Develops Any Symptoms of Illness</i></p>
<p>Parents or caregivers must keep the student at home</p> <p><b>IF STUDENT DEVELOPS SYMPTOMS AT SCHOOL:</b></p> <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 non-medical mask or face covering if available and tolerated, or use a tissue to cover their nose and mouth.</li> <li>4. Provide the student with a non-medical 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 must stay home</b></p> <p><b>IF STAFF DEVELOPS SYMPTOMS AT WORK:</b></p> <p>Staff should go home as soon as possible.</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>
<p>The threshold for reporting student and/or staff illness to public health should be determined in consultation with the school medical health officer</p>	
<p>Anyone experiencing symptoms of illness should not return to school until they have been assessed by a health-care provider to exclude COVID-19 or other infectious diseases AND their symptoms have resolved</p>	