



PANDEMIC POLICY AND PROCEDURES

This plan was created to aid in navigating the reestablishment of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning October 5th, 2020. Current evidence and experience support the concept that children can return to school in a manner that maximizes children's health and minimizes risks from a Public Health perspective. The guidelines referenced in this plan are based on guidance from the Ontario Ministry of Health and the Ministry of Education. This is a working document and regular updates will be made to this plan based on information provided by the Ontario Ministry of Health, Ministry of Education, applicable federal, provincial and local agencies.

Current Situation:

Curve Lake First Nation School remains closed to the public. The custodial staff and Principal have worked through the summer to physically prepare and plan for the return of staff and students. Policies and procedures have been created utilizing formats from a number of First Nation and Provincial documents as well as recommendations from our Educators. All information is pertinent to Curve Lake First Nation School. School staff returned to the building on August 24th and 31st as per their individual contracts. Teacher and Educational Assistant teams are preparing their rooms and outdoor learning spaces as well as planning for remote learning through September and our students return in October.

Considerations of physical distancing and sanitization have led to the following adaptations:

- The Principal's office is now located in the former resource room.
- Special education, Anishnaabemowin and support staff have been relocated to the gymnasium which has been partitioned to provide separate and safe working spaces.
- An outdoor space has developed outside of the kindergarten classroom to facilitate additional learning and play opportunities for this cohort.
- Directional signage has been posted and large signs for the playground and drop off areas have been ordered to illustrate 2 metres.
- The classrooms and staff room have been measured and configured with appropriate spaces between desks and tables.
- Student Cubbies have been considered and reconfigured to ensure guidelines for social distancing are adhered to. Personal storage tubs and chair storage pockets have been ordered.
- Sanitizing stations have been set up at each classroom door, entrance to school and gymnasium. Additional wall sanitizers will be set up.
- 2 back pack style sanitizers have been ordered for the high traffic, low touch surfaces.
- Plexiglas barrier are being ordered in cooperation with Public works and our educational suppliers.

Plan for September:

Teachers will contact all families no later than September 2nd, 2020 to welcome students to their class, update all contact information and share expectations and IT needs for remote learning.

It is mandatory for the school to have a minimum of two sets of current, dial-able and in service emergency contact numbers for each student at all times.



Remote learning will commence September 8th, 2020. Attendance is required of all students in order for them to receive the direct teacher instruction which will be occurring from 9am to 12pm daily. Student work will be monitored and assessed regularly. Teachers and Support staff will be available from 1:00pm to 3:30pm for Individual assistance, 2nd level services, 1:1 support and parent inquiries.

Year 1 kindergarten students will receive welcome to school programming through the month of September and not participate in formal instruction as we have not had the opportunity to provide adequate transitional program for them to date.

All staff will continue to develop professionally through participation in the professional learning community and webinars relating to school curriculum, best practices and current student learning needs. Training on personal protective equipment and hygiene will be provided. Professional development on mental health and well-being in relation to return to school is being coordinated in partnership with KPRDSB for Staff.

Plan for October:

As directed by Chief and Council, the school will reopen on October 5th, 2020.

The first week of school will see students returning in a staggered start format. Two cohorts will be welcomed in to their classroom each day. Instruction will take place regarding procedures for movement, expectations for physical distancing and guidelines to ensure our students understand what the new protocols are.

Following the first week of October, we will operate on an alternating day schedule where half of the students will attend on their assigned days and receive remote instruction on their home days.

- **Year 1 Kindergarten: Tuesdays and Thursdays**
- **Year 2 Kindergarten: Mondays, Wednesdays and Fridays**
- **Grade ½ Group A: Tuesdays, Thursdays and every other Friday**
- **Grade ½ Group B: Mondays, Wednesdays and every other Friday**
- **Grade 2 Group A: Tuesdays, Thursdays and every other Friday**
- **Grade 2 Group B: Mondays, Wednesdays and every other Friday**
- **Grade 3: Tuesdays, Thursdays and every other Friday**
- **Grade 4: Mondays, Wednesdays and every other Friday**

We recognize that this is going to be a very stressful time for both students and staff and new routines are going to take some time to get used to. We will continue to plan and review the policies and procedures and make any necessary changes and adjustments as required. Our priority remains in the best interest of our children and staff safety, mental health and well-being.

During the first couple months of school, programming and curriculum will focus on building relationships/rapport, mental health, literacy, numeracy, review of key concepts and getting outdoors. Classrooms will look very different with desks 6ft apart and very little furniture. We recognize that it will be extremely difficult for students to remain in their desks all day. We plan to utilize the outdoors and land based learning as much as possible (school yard, Lance Woods Park, Henry's Gaming etc.).



Recent reports indicate that it is not necessary to social distance students during recess times. To alleviate some congestion in the school yard we will rotate the nutrition break and recess time (half the school at a time). When students are on recess there will be activities supported by staff in the school yard, or options for going on a walk.

Arrival & Dismissal

Parents, guardians and outside visitors will not be permitted in to the building or playground. Parent pickups and drop offs will happen outside of the building. If for any reason a parent or guardian needs to meet with a teacher, special education staff or Principal, special arrangements will be put in place to do so virtually or by phone.

The first bell rings at 8:55am and class will start promptly at 9am. **There will be no morning recess or supervision outside** (designated staff will be outside to monitor arrival and to conduct screening). **Parents will be encouraged to drop children off between 8:40am and 9:00am.** Bussing for students will be limited based on need.

We will need to limit the amount of materials going back and forth from school to home. As a result, all school supplies will be provided by Curve Lake First Nation School. There will be no sharing of items or supplies. All supplies will be separated into individual storage bins and cubbies.

We request that all students bring their own refillable water bottle and indoor shoes. These items will remain at the school until the end of the year.

Dismissal times will be staggered. Bussed students will load the bus starting at 3:10pm (Bus will be loaded back to front according to pick and drop off locations). All remaining students will then exit the building one classroom at a time beginning at 3:20pm.

We ask that parents and guardians remain in their vehicles until their child's classroom has exited the building/playground and are lined up at the fence line or teacher designated pick up zone.

Masks

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and students, staff will be wearing masks. Students will be required to wear masks in common areas such as hallways and washrooms. For students who do not come to school with a mask, CLFN School will provide a disposable mask. We have had donations of cloth masks and these will be distributed to students on the first day back. It is very important that cloth masks be laundered daily.



Policies and Procedures: Student & Employee Safety

Visitor Restrictions

CLFN School will not allow normal visitation to the school. Only CLFN school staff and approved CLFN employees are allowed on school property during preparation for reopen.

When CLFN School reopens in October, only staff and students and limited support services (Speech and Language Therapist, Occupational Therapist, and Social Work) will be permitted within the school.

Travel Restrictions

CLFN School will discontinue staff travel to conferences and workshops until further notice unless pre-approved by the Human Resource department and Chief & Council.

Employee Screening & Protocols

Health Protocol

- All families will be required to complete the online screening form which will be available on our parent page in the student information system. Temperatures of each student and staff will be taken upon arrival to school.
- If a student becomes ill, or has observable symptoms parents will be called for pick up. The student will be escorted to the isolation room and provided with PPE (Personal Protective Equipment). This includes gown, mask and gloves for staff.
- If an employee becomes ill at work or if another person is exhibiting symptoms of COVID19 at work, they will be asked to leave work immediately and follow directions outlined in the Human Resources document.

Social Distancing

Social distancing is an effective way to prevent potential infection. CLFN employees and students should practice staying approximately 6 feet away from others and eliminating contact with others.

- Directional signage on the floor will mark the walking direction throughout the school in order to regulate traffic flow.
- Non-essential/informal meetups and visiting are prohibited between classrooms, staff room and other common areas. A maximum of 4 people will be allowed in the staff room at one time.
- Staff lunches and breaks will be arranged to follow physical distancing practices. Disinfecting of personal eating spaces and use of kitchen appliances, such as microwaves, will be conducted by each staff member after each use. The dishwasher will be used for student water bottles only. Staff must take their dishes and cutlery home daily.



Personal Protective Equipment (PPE)

Please note that social distancing will still be practiced even with the use of masks.

In addition to using PPE (masks), students and staff will:

- Wash their hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 70% alcohol if soap and water are not available
- Reminders of avoiding touching eyes, nose, and mouth
- Reminders of covering mouth and nose with a tissue when you cough or sneeze or using the inside of the elbow. Regular education regarding these practices will take place with communication to parents.

Personal Workspace/Classroom

CLFN staff will use the signage provided to guide them for sanitizing and disinfecting. All teachers and students are asked not to visit another classroom outside of their team or grade level. Employees are encouraged to disinfect their own personal workspace (teacher desk, supplies, etc.) throughout the day, giving special attention to commonly touched surfaces such as desks, light switches and handles.

Shared Workspace

Staff are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. CLFN school has alcohol-based hand sanitizers throughout the workplace and in common areas. Cleaning sprays and wipes will also be available to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The CLFN custodian and custodial support staff will deep clean all workspaces, high touch points, common areas and frequently touched objects at their designated cleaning time throughout the day.

Please note that proper equipment such as acceptable disinfectant and PPE will be used when cleaning individual workspaces.

Photocopier- There will be limited access to printing. A staff schedule will be created.

Facilities Cleaning

The safety of our employees and students are our first priority. Upon reopening, our school will have been completely cleaned and disinfected and we will continue to adhere to all necessary safety precautions. In addition to the deep clean of the office and school before employees and students return, the cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc. to protect employees and reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on the frequency stated below.



GENERAL DISINFECTION MEASURES

Category	Area	Frequency
Workspaces	Classrooms, Offices	At the end of each use/day, throughout the day
Appliances	Refrigerators, Microwaves, Coffee Machines	After each use
Electronic Equipment	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	After each use
General Used Objects	Handles, light switches, sinks, restrooms	Minimum 4 times a day
Buses	Bus seats, handles/railing, belts, window controls	At the end of each use/day – responsibility of the bus company.
Common Areas	Common Areas	At the end of each use, daily & between groups

The goal is to establish a sanitary baseline before the site opens. The site should be 100% disinfected prior to anyone returning.

Restroom Usage during the School Day

The maximum capacity for the facility that allows for social distancing is 2 students. Classrooms will be assigned to specific washrooms and stalls. Post the maximum capacity sign on the door. Provide supplies for employees to clean up after themselves in staff only restrooms.

Social-Emotional Well-Being of Students & Staff

The social-emotional well-being of our school community is our first priority. We will plan as a staff how we will support each other, our students and our families with our return to school. Videos and resources for students, parents and teachers to access will be available. The contracted social worker and our school Child and Youth Worker and Early Childhood Educator will work with students individually or in small groups to address any well-being needs.

Staff Training

1. First Day/Week of Training/Orientation

- To ensure understanding and preparedness to align with the new policies and procedures
- Align local protocols and procedures with this manual; meeting area must adhere to social distancing protocols or present via digital platform such as GoTo meeting.

2. Cleaning Protocols



Disinfection methods, comprehensive cleaning training

It is very important that all employees understand the safety requirements, protocols and expectations to ensure everyone and their communities stay safe and prevent the spread of the virus.

We will structure the training plan to effectively disseminate information to all teams and audiences.

Content Covered:

All training topics can be reinforced with signage in the building

1. School checklists
2. Disinfection Measures
3. Transportation
4. Isolation protocols
5. Screening
6. Visitors

Communication Methods

To stay informed on the most up-to-date information:

1. Teachers, students, and parents need to check their email often
2. Visit our school website
3. Follow CLFN social media platforms
4. Check classroom blogs daily

Optimize Instructional Services

At Home Learning Packets, Online Learning: In the event of the need to move to online learning due to school closure, our instruction will be uniform across all grades. Classroom teachers will continue to use the classroom blogs found at www.curvelakeschool.ca with their students to ensure a seamless transition. Teachers will work with their students to increase independent skills for accessing online learning tools.

One to one support will be available and scheduled.

Daily communication and GoTo classrooms will be reinstated.



ENVIRONMENTAL CLEANING & DISINFECTING POLICY & PROCEDURES

Policy Statement

Curve Lake First Nation School is committed to providing a safe and healthy environment for children, families and employees. Curve Lake First Nation School will take every reasonable precaution to prevent the risk of communicable diseases within all school buildings.

Purpose

To ensure that all employees are aware of, and adhere to, the directive established by Curve Lake First Nation School regarding cleaning and disinfecting in all areas of the centre.

Application

This policy applies to all employees, students, community members, and any other persons engaged in business with Curve Lake First Nation School.

Definitions

Cleaning: refers to the physical removal of foreign material (i.e. dust, soil) and organic material (i.e. blood, secretions, microorganisms). Cleaning removes, rather than kill microorganisms. Warm water, detergent and mechanical action (i.e. wiping) is required to clean surfaces. Rinsing with clean water is required to complete the cleaning process to ensure the detergent film is removed.

Disinfecting: describes a process completed after cleaning in which a chemical solution That is approved by Peterborough Public Health with a D.I.N # as suggested , is used to kill most disease-causing microorganisms. In order to be effective disinfectants must be left on a surface for a period of time (contact time). Contact times are generally prescribed by the product manufacturer. Any items children may come into contact with, requires a final rinse after the required contact time is observed.

Procedures

All products including cleaning agents and disinfectants must be out of reach of children, labelled, and must have Safety Data Sheets (SDS) up to date (within three years), which are stored in the Custodial room at the preschool program. Expiry dates of all cleaning and disinfecting products, as well as, manufacturer's instructions will be strictly adhered to.

Cleaning

- Use detergent and warm water to clean visibly soiled surfaces
- Rinse the surface with clean water (warm to tepid temperature preferred) to ensure detergent is removed, then let surface dry.



Disinfecting

Accelerated Hydrogen Peroxide is approved for use in our centre as a disinfectant. The AHP disinfecting products used approved by Peterborough Public Health Unit with a D.I N# Spray or Wipes. All are considered high-level disinfectants which is defined as the complete elimination of all microorganisms in or on a surface.

- For general environmental disinfection of high touch surfaces large toys and equipment that cannot be immersed in a disinfectant solution a PPH approved cleaner, which comes ready to use in spray bottles or wipes, the contact time for disinfecting is **1 minute**
- For all other materials cleaning & disinfecting use PPHU approved spray, which has to be mixed and tested before use, the contact time is **5 minutes**.

Disinfecting using Ready-To-Use (RTU) Spray & Wipes

- Put on rubber or heavy-duty nitrile gloves and mask, if the employee has scent sensitivities.
- Spray or wipe on solution and leave on the surface for the appropriate disinfecting contact time (**1 minute**). Ensure the spray setting is **on stream** and not mist.
- Once the **1-minute** disinfecting contact time has elapsed, the surface has now been disinfected.
- Any surface children may come in contact with requires a final rinse with a single-use paper towel (i.e. lunch tables, chairs, floor, toy shelves).
- If the surface continues to be wet, you may wipe it dry with a single-use paper towel.

Cleaning and Disinfection Frequency: Requirements

Clean and disinfect upon ENTRY to the CLFN school (for staff):

- Any hard surfaces such as water bottles, travel mugs, cell phones, lunch containers.

Clean and disinfect upon children's ENTRY to the CLFN school:

- Any hard surfaces such as water bottles, containers.

Clean and disinfect frequencies for other surfaces and items

Cleaning and disinfecting routines must be increased as the risk of environmental contamination is higher:

- **Tables and countertops:** used for food preparation and food service must be cleaned and disinfected before and after each use.
- **Spills** must be cleaned and disinfected immediately.
- **Handwash sinks:** staff and children washroom areas must be cleaned and disinfected at least two times per day and as often as necessary (e.g., when visibly dirty or contaminated with body fluids).
- **Floors:** cleaning and disinfecting must be performed as required, i.e., when spills occur, and throughout the day when rooms are available, i.e., during outdoor play.



- **Floor Mats:** cleaning and disinfecting must be performed throughout the day, and at a minimum of twice daily.
- **Outdoor play equipment:** must be disinfected before each group uses it, and additionally as required (e.g., visibly dirty). Any outdoor play equipment that is used must be easy to clean and disinfect. It is recommended to limit the amount of outdoor play equipment in use.
- **High-touch surfaces:** any surfaces at your location that has frequent contact with hands (e.g., light switches, shelving, containers, handrails, doorknobs, sinks toilets etc.) These surfaces should be cleaned at least twice per day and as often as necessary (e.g., when visibly dirty or contaminated with body fluids).
- **Other shared items:** e.g., phones, IPADs, attendance binders etc., these must be disinfected between users.
 - ❖ **Note:** Most areas are best cleaned with Miracle spray and do not require a final rinse if children do not come into contact with them.

Clean and disinfect daily:

- Low-touch surfaces (any surfaces at your location that has minimal contact with hands), must be cleaned and disinfected daily (e.g. Window ledges, doors, sides of furnishings etc.).

Clean and disinfect as required:

Blood/Bodily Fluid Spills: Using the steps below, the surface must be cleaned first then disinfected:

1. Isolate the area around the spill so that no other objects/humans can be contaminated.
2. Gather all supplies, perform hand hygiene, and then put on single-use nitrile gloves.
3. Scoop up the fluid with disposable paper towels (check the surrounding area for splash/splatter) and dispose of in separate garbage bag.
4. Clean the spill area with detergent, warm water and single-use towels.
5. Rinse to remove detergent residue with clean water and single-use towel.
6. Discard used paper towels and gloves immediately in a tied plastic bag.
7. Spray Disinfectant in and around the spill area and allow the appropriate time according to label
8. A final rinse is required if children come into contact with the area.
9. Remove gloves as directed and discard them immediately.
10. Perform hand hygiene as directed.

❖ **Notes:**

- If the spill includes broken glass, ensure a brush and dustpan is used to pick it up and discard. Disinfect the brush and dustpan after use.
NEVER use your hands to clean up the glass.
- If the spill occurs on a carpet, follow the above steps along with professional steam/wet cleaning the carpet. Inform custodians to



- arrange for cleaning.
- Please refer to the TPH, 'Blood and Bodily Fluid Spills' poster for further guidance.

Material and Surface Cleaning and Disinfecting Procedures

- Put on rubber or heavy-duty nitrile gloves and mask, if the employee has scent sensitivities.
- Spray or wipe on the selected disinfecting product (refer to the instructions set out under the "Cleaning and Disinfecting Products" heading above).
- Any surface children may come in contact with requires a final rinse with a single-use paper towel (i.e. lunch tables, highchair tray, floor, toy shelves).
- If the surface continues to be wet, you may wipe it dry with a single-use paper towel.
- It is recommended that books, puzzles, cardboard items etc. that are absorbent and cannot easily be thoroughly cleaned and disinfected, be limited or removed from the classroom.
- Should any child present symptoms of COVID-19 (discussed further below), all toys and equipment accessed or potentially accessed by the child must be removed from the classroom and cleaned and disinfected as soon as possible.
- Staff must document the cleaning and disinfecting of classroom play materials on the schedule provided. These records must be kept in a small binder/folder and available as required.

Policy and Procedure Review

This policy and procedure will be reviewed and signed off by all employees annually, before commencing employment at Curve Lake First Nation School, and at any time where a change is made.



MANAGING COMMUNICABLE DISEASES POLICY AND PROCEDURES

Policy Statement

Curve Lake First Nation School is committed to providing a safe and healthy environment for children, families and employees. Curve Lake First Nation School will take every reasonable precaution to prevent the risk of all communicable diseases, with this document pertaining to COVID-19 as the specific disease referred to at this time.

Purpose

To ensure that all employees are aware of, and adhere to, the directive established by CLFN regarding management, surveillance and reporting of all communicable diseases.

Application

This policy applies to all employees, students, community members, and any other persons engaged in services provided by Curve Lake First Nation School.

Procedures

SCREENING

Location:

- The location of the screening area will be at the main entrance of Curve Lake First Nation School.
- Only one designated entrance/exit will be used to ensure effective screening practice.
- Pick-up and drop-off of children will happen outside the Curve Lake First Nation School unless it is determined there is an emergency need for the parent/guardian to enter.
- Provide visual guides to assist with physical distancing (e.g., pylons/paint on ground) To assist with this important measure, Curve Lake First Nation School has outlined arrival and departure instructions to minimize the number of staff and families arriving at one time.
- Staff member(s) will be trained on conducting the screening procedure
- Place front entrance signage identifying the screening process outside and directly inside the Curve Lake First Nation School doors
- Place hand sanitizer at the screening table. Ensure it is visible to staff/families.
- Ensure Peterborough Public Health Unit resources are available for anyone who does not pass the screening

Health Screening Procedure:

- All individuals, including children, parents/guardians and staff must be screened upon



entry to the Curve Lake First Nation School using the procedures below. Staff must follow the screening procedure for each person (staff or child) and record the outcome (pass or fail) in a log which must be stored and retained in a secure location each day. Curve Lake First Nation School must ensure Contracted staff are available to fill-in shifts with little notice, in the event that a scheduled staff is sick and unable to attend work.

- Curve Lake First Nation School will deny entry to any person including the child of a parent/guardian who has any of the symptoms outlined in the 'COVID-19 Reference Document for Symptoms' on the Ministry of Health's COVID-19 website. If a family member living in the same house develops COVID-like symptoms, the child of that household will not be allowed to enter the school for 14 days after all family members are symptom free.
- Parents are required to keep any sick children at home. If a child or staff member comes to the Curve Lake First Nation School with any COVID-like symptoms, including a temperature equal or greater than 38 degrees Celsius, or if the child(ren) have any signs or symptoms listed below they must stay home.
- Screeners will take appropriate precautions when screening, including maintaining a distance of at least 2 metres (6 feet) from those being screened, or being separated by a physical barrier (such as a plexiglass barrier), and wearing personal protective equipment (PPE) (i.e., surgical/procedure mask; gown; gloves; eye protection (goggles or face shield)).
- Thermometers will not be used between people without single use covers or disinfecting between uses.

Questions for staff and families:

- Everyone will be greeted at the main entrance to **Curve Lake First Nation School** with a friendly, calm manner. We request that only ONE parent/guardian enters the screening area with the child, and request that the parent/guardian use hand sanitizer.
- The following statement will be posted on the doors and screening table, and all questions must be answered by parents/guardians and staff:

"As you are aware COVID-19 continues to evolve, as a result we are conducting active screening for potential risks of COVID-19 for everyone who enters the location. The screening will ensure the safety and well-being of staff, children and families".

1. Have you/the child travelled outside of Canada within the last 14 days: Yes/No
2. Have you/the child had close contact with a confirmed or probable COVID-19 case? Yes/No
3. Have you/the child had close contact with a person with acute respiratory illness who has been outside Canada in the last 14 days? Yes/No
4. Do you/the child, or any member of your household have any of the following symptoms:
 - Yes/No (for each)
 - Fever (confirm temperature was taken before arriving at Centre)
 - New or worsening cough



- Shortness of breath
- Sore throat
- Runny nose or sneezing, nasal congestion
- Hoarse voice, difficulty swallowing
- New smell or taste disorder(s)
- Nausea/vomiting, diarrhea, abdominal pain
- Unexplained fatigue/malaise
- Chills
- Headache

How to Respond:

If the individual answers NO to all questions, they have passed the screening and the child can enter the building:

- Designated staff will take children to their classrooms.
- Staff will use proper hand hygiene between children.

If the individual answers YES to any of the screening questions, or refuses to answer, then they have failed the screening and cannot enter the building

- “Thank you for your patience. Unfortunately based on these answers, I’m not able to let you enter Curve Lake First Nation School. Please review the [self-assessment tool](#) on the Ministry of Health website or the Peterborough Public Health Unit website to determine if further care is required”.
- Children or staff who do not pass the screening should be told to return home and self-isolate immediately.
- If response is for a staff member, also advise that the Supervisor will be notified immediately, and will follow up with that staff later in the day.
- If a child or a staff member is denied entry at screening, please refer to the section below titled “Reporting” for additional next steps and requirements.

Additional Steps when Screening Staff:

The first staff in the facility will answer the questions on the Health Screening Procedure and track their answers on the Curve Lake First Nation School daily tracking sheet in writing and then actively screen the second staff entering the building. The second staff in will confirm the first staff persons answers once their screening is complete. Staff who are experiencing any of the symptoms or who will answer “yes” to any of the questions on the active screening sheets are expected to stay at home and report their absence to their supervisor. Staff will follow Curve Lake First Nations return to work as per human resources policies.

Documentation of Screening:

Documentation of the information received during active screening must be recorded on Curve Lake First Nation School Active Screen Tracking Checklist online for children and staff. The supervisor or designate is responsible for ensuring that this information is managed and recorded as required.



MANAGEMENT

If a child or staff begins to experience symptoms of COVID-19 while attending Curve Lake First Nation School, the following procedures will occur:

- Staff members presenting any COVID-like symptoms will be required to go home immediately.
- Symptomatic children will be immediately separated from others in a designated, supervised area until they can go home. In addition, where possible, anyone who is providing care to the child should maintain a distance of 2 metres.
- If a 2-metre distance cannot be maintained from the ill child, advice from the Peterborough Public Health Unit will be necessary to prevent/limit virus transmission to those providing care.
- Curve Lake First Nation School will contact the Peterborough Public Health Unit to notify them of a potential case and seek input regarding the information that should be shared with other staff and parents/guardians of children in the school.
- While contacting the public health unit, at a minimum the child and childcare worker will wear a surgical/procedure mask (if tolerated), and any other PPE appropriate for the circumstance.
- Hand hygiene and respiratory etiquette will be practiced while the child is waiting to be picked up.
- Tissues will be provided to the child for proper respiratory etiquette, with proper disposal of the tissues and hand hygiene.
- Environmental cleaning of the space the child was separated from will be conducted once the child has been picked up.
- Children and staff with symptoms should be tested.
- Other children and staff in the school who were present while a child or staff member became ill should be identified as a close contact and grouped together. The Peterborough Public Health Unit will provide any further direction on testing and isolation of these close contacts.
- Children or staff who have been exposed to a confirmed case of COVID-19 should be excluded from the school for 14 days.

REPORTING

- Curve Lake First Nation School will contact the PPHU to report a child suspected of having COVID-19. The public health unit will provide specific advice on what control measures should be implemented to prevent the potential spread and how to monitor for other possible infected staff members and children.
- Curve Lake First Nation School will respect the confidentiality of any staff member or child who experiences COVID-19 symptoms and/or tests positive for COVID-19.



- Reportable diseases (diseases of public health significance) shall be reported immediately by an administrative staff member by calling the Peterborough Public Health Unit [705-743-1000](tel:705-743-1000) or Telehealth [1-866-797-0000](tel:1-866-797-0000) (24 hours, 7 days a week). The PPHU will investigate and confirm these reports prior to any communications to parents or staff.

TESTING

- Symptomatic staff and children should be referred for testing. Testing of asymptomatic persons should only be performed as directed by the PPHU as part of outbreak management. A list of symptoms, including atypical signs and symptoms, can be also be found in the 'COVID-19 Reference Document for Symptoms' on the Ministry of Health's COVID-19 website.
 - Those who test negative for COVID-19 must be excluded until 24 hours after symptom resolution.
 - Those who test positive for COVID-19 must be excluded from Curve Lake First Nation School for 14 days after the onset of symptoms and clearance has been received from the PPHU.
- Curve Lake First Nation School must consider a single, symptomatic, laboratory confirmed case of COVID-19 in a staff member or child as a confirmed COVID-19 outbreak in consultation with the PPHU. Outbreaks should be declared in collaboration between the school and the PPHU to ensure an outbreak number is provided.
- Children or staff who have been in contact with a suspected COVID-19 case should be monitored for symptoms and cohorted (i.e., grouped together) until laboratory tests, if any, have been completed or until directed by the PPHU.
- Staff members awaiting test results, who are asymptomatic, may continue to work unless there is reason to believe they would be considered a case (e.g., potential exposure to an ill or positive case or household contact). Staff should also monitor for symptoms while waiting for test results; if they become symptomatic, they should be excluded from work.

COMMUNICATION

- When a child begins to show signs of COVID-19, the parents/guardians will be notified immediately by phone by the administrative staff. The time, date and symptoms will be documented by Curve Lake First Nation School staff and kept for future reference if needed on the Illness Tracking form.
- Parents are required to provide current phone numbers to Curve Lake First Nation School and keep them updated at all times, as well as, all other emergency contact phone numbers necessary. If a parent/guardian cannot be reached, the emergency contacts will be called. Parents/guardians need to make arrangements to pick up their child as soon as possible.
- Curve Lake First Nation School will follow all direction from the PPHU to when and how to communicate information about a communicable disease and/or outbreak to



parents/guardians and staff.

- Curve Lake First Nation School is committed to providing information in a reasonable timely, respectful manner to all parents/guardians and staff about communicable diseases or outbreaks. This will include but is not limited to emails, phone calls, posted signs on doors/walls of the centre, etc.

ADDITIONAL FACTORS TO CONSIDER FOR MANAGEMENT OF COMMUNICABLE DISEASES

Physical Distancing

- Curve Lake First Nation School will promote physical distancing, to the greatest extent possible, in all Program settings. This may include reduced adult-child ratios, limiting the number of adults and children per classroom, off-setting indoor and outdoor play, small-group interactions etc. Staff are asked to adhere to physical distancing at all times, to the greatest extent possible, including when taking their breaks/lunches.
- Staff will avoid getting close to faces of children.

Glove Use

- Curve Lake First Nation School encourages glove use as an excellent barrier device for reducing the risk of communicable disease transmission. However, gloves are not completely free of leaks, and tears/punctures can occur. Improper glove use, including re-using gloves, can contribute to the transmission of pathogens. Wearing gloves does not substitute proper hand hygiene (e.g., hand washing or using sanitizer).
- Gloves must be worn when it is anticipated that hands will be in contact with mucous membranes, broken skin, tissue, blood, body fluids, secretions, excretions, or contaminated equipment and environmental surfaces
- Gloves must be single use only
- Hand hygiene must be practiced before putting on and after taking off gloves
- Gloves must be removed immediately and discarded into a waste receptacle after each use
- Gloves should be appropriate for the type of activity
- To reduce hand irritation, use appropriate gloves when handling chemical agents; wear gloves for as short a time as possible; clean and dry hands before and after wearing gloves; and use gloves that are clean and dry.

Respiratory Etiquette

Respiratory infections are spread easily in settings where people are in close contact. To prevent the spread of microorganisms that cause respiratory infections (e.g., influenza), proper respiratory etiquette will be taught to children and regularly practiced by staff.

Respiratory etiquette includes:

- Staying home when ill with a respiratory infection



- Minimizing airborne droplets when coughing or sneezing, by:
 - Turning your head away from others and sneezing or coughing into your arm (e.g., "sneeze into the sleeve" and "cover your cough").
 - Maintaining a two-metre separation from others, when possible
 - Covering your nose and mouth with a tissue
 - Disposing of used tissues into the garbage immediately after use
 - Practicing proper hand hygiene immediately after coughing or sneezing

Hand washing sinks must be provided in washrooms. These sinks must be designated for hand washing and must be adequately supplied to allow staff and children to properly wash their hands. The diapering area must be separate from the food preparation area.

Key points:


- Washrooms and diapering areas must be equipped with:
 - Designated hand washing sink supplied with:
 - Running water
 - Liquid soap in a dispenser
 - Paper towels
 - "Hand Washing" information sheet
 - Single-use disposable gloves
 - Appropriate disinfectant
 - Washrooms/diapering surfaces constructed of smooth, non-porous, non-absorbent material that is easy to clean and disinfect (e.g., formica, hard plastic, stainless steel or a washable pad covered by smooth vinyl). Surfaces must be free of cracks or rips.
 - Appropriate storage for personal hygiene items
 - Garbage containers equipped with a leak proof plastic liner and open top or a foot activated lid that is tight fitting
- Sinks must be washed and disinfected at least daily (or as necessary) and must not be used for food preparation, rinsing soiled clothing or toy washing
- Washrooms, fixtures and diaper change surfaces must be maintained in a sanitary condition • Diapering surfaces must be disinfected after each use (even if a paper liner is used) and this should be used for diapering only (not drying toys)
- Personal hygiene items must be labelled and stored separately to prevent accidental sharing
- Personal hygiene items must be dispensed in a manner that prevents cross contamination

POLICY APPROVAL

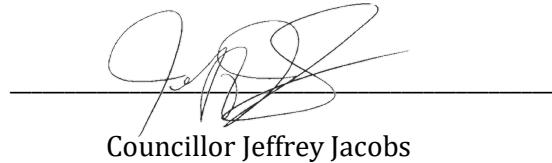
This Policy was passed during a duly convened meeting of the Curve Lake First Nation Council held on 09/21/2020.



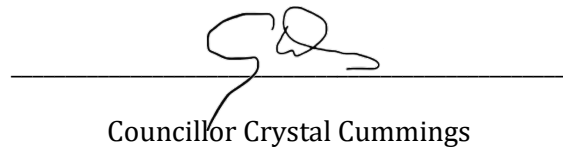
Chief Emily Whetung



Councillor Laurie Hockaday



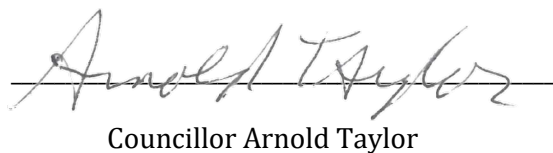
Councillor Jeffrey Jacobs



Councillor Crystal Cummings



Councillor Sean Conway



Councillor Arnold Taylor



Councillor Deborah Jacobs



Councillor Saga Williams



Councillor Nodin Knott