



# INSTRUCTIONAL STAFF HEALTH AND SAFETY PROTOCOL AND PROCEDURES-POST COVID

## FACILITY ENTRANCE PROTOCOL

- Prior to entering building staff members will use hand sanitizer and have their temperature taken. Any staff members with a temperature of 100.4 or above will not be permitted to enter the facility.
- Staff members exhibiting signs of illness: cough, cold, fever, etc., are asked not to report to work. A doctor's note is required for return.
- The School Nurse or the administrator at the screening Health Station reserves the right to determine staff entry to the program.

## CLASSROOM AND PLAYGROUND PROTOCOL

- Staff members will complete daily health and safety logs.
- Staff members will assist students in minimizing the sharing of toys and materials. They will also assist with the maintenance of social distancing when possible.
- Staff members will encourage students to wear their face masks at all times except during nap/rest time.
- Staff members MUST stay with their assigned group of students for the day. As best as possible, there will be no mixing or switching of assigned groups of students.
- Staff members cannot visit other classes or hold or pick up students from other classes, except in the event of an emergency.
- There will be no indoor gym play. Classes will go on the playground as the schedule dictates. Staff members will not go on the playground with a group other than the one to which they are assigned. This ensures our ability to contact trace and isolate the groups in the event of an outbreak of COVID-19.
- Each student will have an assigned and labelled cubby. Students' change of clothes, sheets, and blankets must be kept in a sealed container.
- Students will have individual art supplies (crayons, markers, glue, glue sticks, and scissors) for their own use. Materials that cannot be individualized MUST be sanitized after student use.
- Sand and water play will be eliminated.
- Water fountains are closed.

## MISCELLANEOUS

- The staff lounge can be used only for the microwave and refrigerator. Food stored in the refrigerator MUST be in a labelled container.
- Staff members are asked to sanitize refrigerator and microwave handles after use.
- Staff members using the lounge MUST ensure social distancing guidelines are maintained.
- Social distancing guidelines MUST be maintained for staff and students on the bus.
- Students MUST sit in every other seat and not side-by-side. Driver MUST sanitize the bus after each trip.

## PROTECTIVE GEAR

- All staff MUST wear face masks at all times while in the classroom and on the premises. Masks MUST cover mouth and nose.
- All staff MUST wear a smock over personal clothing to be put on once inside of the classroom. Smocks worn on the street/outside of the building cannot be worn in the classroom.
- Staff members are advised to have two additional smocks in the classroom, in the event that a smock becomes soiled with bodily fluids. Smocks MUST be washed after being worn, to avoid contamination.
- Staff members in Infant Toddler 1 and 2 MUST wear booties in the classroom. Booties are only for in-classroom use.

## HAND WASHING

- Staff members and students MUST practice appropriate handwashing procedures. (soap, water, minimum of 20 seconds)
- Staff members and students MUST wash hands:
  - Upon entering the classroom
  - Upon returning from outdoor play
  - Before and after diapering/toileting students
  - After contact with bodily fluids (wiping a nose, after a sneeze, administering first aid etc.)
  - Before and after meal service
  - After cleaning and sanitizing
  - If obviously soiled

## CLEANING AND SANITIZING

- Staff members MUST sanitize tables, chairs, and classroom surfaces upon entering the classroom, after student use, before and after meals, at the end of the day, and when soiled.
- Staff members MUST clean and sanitize:
  - Shared materials between student use
  - Bathrooms in between student use. (Including sinks, toilet seats, and handle for flushing)
- Staff members will complete daily sanitation logs.

