



*Shíshálh Nation Learning Spaces Pandemic  
Operating Plan*

*COVID-19*

*MEM-TIXITSA Y*

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



### Contents

Introduction.....	3
Social Distancing Strategies.....	3-4
If Wellness Centre spaces have a case of Covid-19.....	5-6
Dismiss students and most staff for 2-5 days.....	7
Health Screening of Children/Youth/Staff .....	7
Child/Youth.....	7
Staff Member.....	7
During the day- prevention of Covid-19.....	8
Limiting visitors.....	8
Prior to Arrival.....	8
Arrival of children/youth.....	8
Arrival of Staff.....	9
Departure of Children/Youth.....	9
Various times of the day.....	9
Midday Cleaning.....	9
Soft Surface Cleaning.....	9
Laundry.....	10
Clean and Sanitize Supplies.....	10-11
Group Size.....	11
Hand Washing.....	11
Alcohol Based Sanitizers.....	12
Respiratory Hygiene.....	12
Eliminating Transmission Points.....	12
Hot Lunch Program.....	12-13
Essential functions and reliance that the community may need us for our services.....	13
Appendix.....	14
When can a child return?.....	14
Daily Health Check Resource.....	15

# shíshálh Nation CMS & Education Divisions

## Wellness & Recreation Programs



### Introduction

This guidance document is informed by the mem7iman Child Development Centre Pandemic Policy (mPP), the shíshálh Nation Human Resources Pandemic Guidelines (sNPG), the shíshálh Nation CDE Response Plan (sNCDE), COVID-19 Public Health Guidance for K-12 School Settings (PHGSS), and the Government of Canada Risk Mitigation Tool for child and youth settings operating during the COVID-19 pandemic (GCRMT).

*“COVID-19 spreads from person to person, most commonly through respiratory droplets (e.g. generated by coughing, sneezing, laughing, singing or talking) during close (i.e. within 2 metres) or prolonged (i.e. lasting more than 15 minutes and may be cumulative) interactions. People who have COVID-19 may have few to no symptoms, or symptoms may be mild. COVID-19 can be spread by infected individuals who have mild symptoms, or who have not yet or who may never develop symptoms.” (GCRMT)*

Knowing these facts, sN spaces are being implemented with new safety measures for families, children/youth and staff to follow so that we are an important part of reducing the spread and keeping everyone as healthy as possible.

### Social Distancing Strategies

Shíshálh Nation staff, contracted professionals, and staff from other organizations working within sN learning spaces will be asked to follow risk mitigation measures, and to promote physical distancing as much as possible. It is understood, however, that physical distancing may not always be practical in child/youth settings and “layering” of multiple mitigation measures may strengthen the risk mitigation potential overall.

- Encourage and promote practices to maintain physical distancing, such as replacing physical greetings like high fives, fist bumps and hugs with friendly verbal greetings or virtual high fives.
- Where possible, establish a 2-metre separation between children/youth, staff and volunteers. If this is not possible, maintain a 2-metre separation between groups of children or “bubbles.” Staff will work to understand what “bubbles” children/youth attending are in so that unnecessary separation is not instructed to happen.
- The transit van and ford explorer used for sN learning circle purposes (i.e. picking up and dropping off children/youth for scheduled time in sN learning spaces) have been outfitted with plexiglass. Reduced contact between children/youth during transportation by 2 metre separations where possible will also be practiced (if the

# shíshááh Nation CMS & Education Divisions



## Wellness & Recreation Programs

children/youth are not part of each other's bubbles). Personal practices such as hand hygiene before boarding, avoiding touching the face and respiratory etiquette, will be encouraged. The use of non-medical cloth masks or face coverings will be mandatory for staff and encouraged for children/youth. Frequent environmental cleaning of high touch surfaces with approved products in the vehicles will also take place.

- Management of the flow of people in common areas such as the hallways and entrances/foyers by staggering start times of children/youth and staff, having staff greet groups of children/youth and instruct them to enter one at a time, or having bubbles of children/youth use the main entrance and staff use another.
- Non-essential visitors/guests will be limited or restricted.
- All scheduled interactions with children/youth and staff will include the same group of children and staff.
- It may be necessary to cancel or postpone special events such as camps, annual field trips, and open houses.
- While inside each group or bubble of children/youth will be kept separate in determined spaces. Use of common areas such as the computer lab and open spaces will be staggered so only one group of children/youth is present at a time with staff.
- Staff may use a variety of strategies to teach, encourage and remind children/youth about social distancing. For example, the use of books, social stories, games, visuals, "personal bubble" may be utilized.

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



### Protocol for children or staff with symptoms of COVID-19

Please note that while the following graph refers to “childcare” settings, these will be utilized as guidelines for sN learning spaces.

Child with Symptoms of COVID-19	Staff with Symptoms of COVID-19
<b>IF CHILD DEVELOPS SYMPTOMS AT HOME:</b>	<b>IF STAFF DEVELOPS SYMPTOMS AT HOME:</b>
<p><b>Parents or caregivers must keep their child at home</b> for a minimum of 10 days from the onset of symptoms AND until symptoms resolve, whichever is longer.</p>	<p><b>Staff must be excluded from work, stay home and self-isolate</b> for a minimum of 10 days from the onset of symptoms AND until all symptoms resolve, whichever is longer.</p>
<b>IF CHILD DEVELOPS SYMPTOMS WHILE AT CHILD CARE:</b>	<b>IF STAFF DEVELOPS SYMPTOMS WHILE AT WORK:</b>
<p><b>Staff must take the following steps:</b></p> <ol style="list-style-type: none"> <li>1. Identify a staff member to supervise the child.</li> <li>2. Identified staff member should immediately separate the symptomatic child from others in a supervised area until they can go home.</li> <li>3. Contact the child’s parent or caregiver to pick them up right away.</li> <li>4. Where possible, maintain a distance of 2 metres from the ill child. If this is not possible, the staff member may use a mask if available and tolerated, or use a tissue to cover their nose and mouth.</li> <li>5. Provide the child with tissues, and support as necessary so they can practice respiratory hygiene.</li> <li>6. Open outside doors and windows to increase air circulation in the area.</li> <li>7. Avoid touching the child’s body fluids. If you do, wash your hands.</li> <li>8. Once the child is picked up, wash your hands.</li> <li>9. Clean and disinfect the space where the child was separated and any areas used by the child (e.g., bathroom, common areas).</li> <li>10. If concerned, contact 8-1-1 or the local public health unit to seek further advice.</li> </ol> <p><b>Parents or caregivers must pick up their child promptly once notified that their child is ill.</b></p>	<p><b>Staff should go home right away where possible.</b></p> <p>If unable to leave immediately, the symptomatic staff person should:</p> <ol style="list-style-type: none"> <li>1. 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 for a replacement or to be picked up.</li> <li>4. Remaining staff must clean and disinfect the space where staff was separated and any areas used by them (e.g., office, bathroom, common areas).</li> <li>5. If concerned, contact 8-1-1 or the local public health unit to seek further advice.</li> </ol>
<p><i><b>If a child or staff member is assessed by their family physician or nurse practitioner and it is determined that they do NOT have COVID-19, they may return to child care once symptoms resolve.</b></i></p>	

If an sN learning space has a case of Covid-19

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



shíshááh Nation

- Staff will notify the Human Resources department and follow guidance.
- Designated staff will notify families and staff of the exposure.
- Designated staff will report the confirmed case to the local health department and follow their specific guidelines.
- Determine the date of symptom onset for the child/youth/staff member.
- Determine if the child/youth/staff member attended/worked at the program while symptomatic or during the 2 days before symptoms began.
- Identify what days the child/youth/staff member attended/worked during that time
- Determine who had close contact with the child/youth/staff member at the program during those days.
- Close off areas used by the individuals with COVID-19.
- Exclude the children/youth/staff members who are determined to have had close contact with the affected child/youth/staff member for 14 days after the last day they had contact with the affected child/youth/staff member.
- Wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets.
- Open outside doors and windows to increase air circulation in the area.
- If possible, wait up to 24 hours before beginning cleaning and disinfection.
- Clean and disinfect all areas used by the sick person, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, and remote controls.
- If more than 7 days since the sick person visited or used the facility, additional cleaning and disinfection is not necessary.
- Continue routine cleaning and disinfection.

### *When cleaning:*

- Wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.
- Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
- Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.
- Wash your hands often with soap and water for 20 seconds. Always wash immediately after removing gloves and after contact with a sick person.

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



### Close sN learning space(s) to students and most staff for 2-5 days

This initial short-term closure allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting sN learning spaces. This allows the local health officials to help the Nation determine appropriate next steps, including whether an extended closure duration is needed to stop or slow further spread of COVID-19.

- Local health officials' recommendations for the scope (e.g., a single school, multiple schools, the full district) and duration of sN learning space dismissals will be made on a case-by-case basis using the most up-to-date information about COVID-19 and the specific cases in the community.

### Health Screening of Children/Staff

All children/youth and staff are required to be screened for any observable illness, including cough or respiratory distress.

#### *Child/Youth*

- Ask child/youth to perform hand hygiene upon arrival.
- Check each child/youth's temperature upon arrival. Currently, as of 5/16/20, a fever is considered 100 degrees.
- Thermometer must be disinfected before and after use of checking child/youth's temperature.
- Staff should wash their hands after temperature check.
- Staff should sign off on Student/Staff Arrival Questionnaire.

#### *Staff member*

- All Staff are required to complete a covid-19 wellness questionnaire prior to starting work.

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



During the day- prevention of Covid-19

### *Limiting visitors*

- Access to sN spaces will be through marked front doors. Parents/caregivers will not be permitted to enter sN learning spaces, unless for scheduled meetings, during the pandemic in order to limit contact between parents, staff and children/youth and adhere to social distancing recommendations.
- Deliveries must be left at front entrance for staff to bring inside.

### *Prior to arrival*

- Please follow the direction signs outside of sN learning spaces. Areas will be marked for parents/caregivers to wait. A staff member will come outside the facility to greet the children/youth as they arrive. Staff will consult parents/caregivers in the creation of the drop off and pick up schedule. Please call staff if you need to drop off or pick up at an alternate time.
- If possible, it is recommended that those with serious underlying medical conditions should not pick up children/youth, because they are more at risk for severe illness from COVID-19.
- Food and drink will be provided at sN learning spaces.
- It is recommended that children/youth should have spare clothing to change into if needed.

### *Arrival of children*

- When dropping off children/youth, please practice social distancing.
- The sign-in clipboard and pen will be located either outside or as close to the entrance as possible. Disinfectant wipes will be provided at the sign in station. The parent/caregiver will need to complete a daily summary of child's exposure to Covid-19, and if child has any of the identified symptoms the child will not be permitted to attend. Youth will complete their own daily summary and can seek staff assistance if needed. (See appendix)
- Staff will then preform a temperature check on the child/youth and record the temperature (see health screening of children and staff pg. 4).
- Staff will assure that the family has completed the sign in/check in sheet.
- Staff will ask children/youth to wash their hands with soap and water.



# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



### *Arrival of Staff*

- Wash hands/sanitize hands.
- Sign in on the clipboards at entryways for contract tracing purposes.
- Fill out the daily summary of exposure to covid-19.

### *Departure of children/youth*

- Staff members will encourage children/youth to gather their belongings at the end of the day.
- Staff members will encourage children/youth to wash or sanitize their hands.
- Staff members will support children/youth to leave learning spaces at the end of the day safely. If prearranged, children will walk home on their own.

### *Various times of the day*

- Learning circles will be kept as small as possible.
- A light spray down of sanitizer throughout the day is encouraged.
- Break room will have a sanitizer spray bottle for staff to use before and after use of table if employee need to eat lunch.

### *Midday cleaning*

- Clean the area or item with soap and water or another detergent if it is dirty. Then, use disinfectant.
- Keeping surface wet for a period one minute.
- Precautions such as wearing gloves and making sure you have good ventilation during use of the product.
- There will be a bin in each learning space for toys/supplies to be placed in if they require sanitization after child/youth's use.

### *Soft surface Cleaning*

For soft surfaces such as carpeted floor, rugs, and drape.

- Clean the surface using soap and water or with cleaners appropriate for use on these surfaces.
- Launder items (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely or,
- Disinfect with an EPA-registered household disinfectant. These disinfectants meet EPA's criteria for use against COVID-19.

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



### Laundry

For clothing, towels, linens and other items

- Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
- Wear disposable gloves when handling dirty laundry from a person who is sick.
- Remove gloves, and wash hands right away.

### *Clean and Sanitize Supplies*

- Supplies that cannot be cleaned and sanitized will not be used.
- Supplies will not be shared between the classrooms unless they are washed and sanitized before being moved from one group to the other.
- In order to limit high-touch items each child/youth will be given their own container of materials that are not shared with others. This will include such items as: felts, glue, scissors etc.
- Each classroom will have a bin marked "to be cleaned" when supplies requiring sanitization will be placed through the day.
- Books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.



List of disinfecting agents and their working concentrations known to be effective against coronaviruses<sup>1,2</sup>:

Agent and concentration	Uses
1. <b>1:100 dilution Chlorine: household bleach – sodium hypochlorite (5.25%)</b> 10 ml bleach to 990 ml water	Used for disinfecting surfaces (e.g., hand railings, grab handles, door knobs, cupboard handles). Make fresh daily and allow surface to air dry naturally.
2. <b>1:50 dilution Chlorine: household bleach - sodium hypochlorite (5.25%)</b> 20 ml bleach to 980 ml water	Used for disinfecting surfaces contaminated with bodily fluids and waste like vomit, diarrhea, mucus, or feces (after cleaning with soap and water first). Make fresh daily and allow surface to air dry naturally.
3. <b>Hydrogen Peroxide 0.5%</b>	Used for cleaning and disinfecting surfaces (e.g., counters, hand rails, door knobs).
4. <b>Quaternary Ammonium Compounds (QUATs):</b> noted as 'alkyl dimethyl ammonium chlorides' on the product label	Used for cleaning and disinfecting surfaces (e.g., floors, walls, furnishings).

<sup>1</sup> Dellanno, Christine, Quinn Vega, and Diane Boeseberg. "The antiviral action of common household disinfectants and antiseptics against murine hepatitis virus, a potential surrogate for SARS coronavirus." *American journal of infection control* 37.8 (2009): 649-652.

<sup>2</sup> Provincial Infection Prevention Control Network of British Columbia. "Infection Prevention and Control Guidelines for Providing Healthcare to Clients Living in the Community." (2014). [https://www.picnet.ca/wp-content/uploads/PICNet\\_Home\\_and\\_Community\\_Care\\_Guidelines\\_2014\\_.pdf](https://www.picnet.ca/wp-content/uploads/PICNet_Home_and_Community_Care_Guidelines_2014_.pdf)

The BC Ministry of Health does not endorse or promote any specific brands of disinfectant products.

### *Group Size*

- Group sizes will be determined according to square footage and will consider children/youth that are in each other's personal bubbles.
- Group sizes and teacher to child/youth ratios will increase over time as they are deemed safe.

### *Hand washing*

All children, youth and staff, will engage in hand hygiene at the following times:

- Arrival to the facility and after breaks
- Before and after preparing food or drinks
- Before and after eating or handling food
- After playing outdoors
- After handling garbage
- After blowing one's nose, coughing, or sneezing
- After using the restroom
- After touching or cleaning surfaces that may be contaminated
- After using shared equipment like toys, computer keyboards, mouse, scissors, pens, etc.

# shíshááh Nation CMS & Education Divisions



shíshááh Nation

## Wellness & Recreation Programs

- Turn water on and wet hands, remove from water
- Add soap to hands and create friction to make bubbles
- Scrub for 20 seconds, sing Happy Birthday or ABC's
- Rinse hands under running water
- Dry hands with single use paper towels
- Turn off faucet with paper towels

### *Alcohol based sanitizers*

- Use of an alcohol-based hand sanitizer should only be practiced when soap and water method is not available.

### *Respiratory Hygiene*

- All staff should cough and sneeze with tissues or the corner of the elbow
- Encourage children/youth when appropriate to cover coughs and sneezes with tissues or the corner of the elbow
- Dispose of soiled tissues immediately after use

### *Eliminating transmission points*

- Reduce common touch points by opening internal doors where possible.
- Install all no-touch disposal receptacle or remove lids that require contact to open for non-hazardous waste containers unless doing so creates an unsanitary environment.
- Frequent cleaning of all touch points.
- Secure all secondary doors and access points to minimize incidental contact.
- Provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks, other work tools and equipment) can be wiped down.
- Staff will not share phones, desks, or other work tools and equipment, when possible. If shared, clean and disinfect equipment before and after use.
- Employees will clean their personal workspace at the beginning and the end of every shift.
- If a sick employee is suspected or confirmed to have COVID-19, follow the cleaning and disinfection recommendations.

### *Hot lunch program*

- Meals will be provided to learning circles in sN spaces.
- Staff will adhere to safe food handling practices.
- Any food preparation and cooking activities with the children will be supervised.

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



- When eating outdoors, a tablecloth will be placed on the table. Hands are washed with soap and water, prior to eating.
- All dishes and utensils will be cleaned after use.

*Essential functions and reliance that the community may need us for our services*

- sN learning spaces will identify alternate supply chains for critical goods and services. Some goods and services may be in higher demand or unavailable. If for some reason there is not adequate cleaning supplies, paper supplies, the management team may close sN learning spaces until proper materials have arrived.

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



### Appendix: When can a child/youth return?

Symptom	May return when
Temperature of 100 F / 37.8 C or higher (orally) or 99 F / 37.2 C or higher (under the arm)	May return to child care after 10 days AND symptom free; or following a negative Covid test and 48 hours symptom free.
Runny nose	May return to child care after 10 days and symptom free or following a negative Covid test and symptom free.
Cough	May return to child care after 10 days and symptom free or following a negative Covid test and symptom free.
Sore throat	May return to child care after 10 days and symptom free or following a negative Covid test and symptom free.
Difficulty breathing or wheezing	May return to child care after 10 days and symptom free or following a negative Covid test and symptom free.
Unexplained fatigue, aches or cold/flu-like symptoms	May return to child care after 10 days and symptom free or following a negative Covid test and symptom free.
Sinus congestion	May return to child care after 10 days and symptom free or following a negative Covid test and symptom free.
Children who have, or children with others living in the same home who have just returned from international travel	May return after self-isolating for 14 days <b>and</b> being symptom free
Children who have, or children with others living in the same home who have been identified as at-risk of potential Covid19 exposure	May return after self-isolating for 14 days and being symptom free. <b>*Note, this does not apply to health care providers.</b>

# shíshááh Nation CMS & Education Divisions

## Wellness & Recreation Programs



### Daily Health Check Resource

Name of child \_\_\_\_\_ Date \_\_\_\_\_

Name of parent/guardian: \_\_\_\_\_

Does your child have any of these symptoms?

#### Daily Health Check

1. Key Symptoms of Illness	Do you have any of the following new key symptoms?	CIRCLE ONE	
		YES	NO
	Fever 37.8 degrees Celsius 100 degrees Fahrenheit	YES	NO
	Chills	YES	NO
	Cough or worsening of chronic cough	YES	NO
	Breathing difficulties (breathing fast or working hard to breathe)	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 or more of the questions included under ‘Key Symptoms of Illness’, or your child has a fever or difficulty breathing,** seek a health assessment. A health assessment includes calling 8-1-1, or a primary care provider like a physician or nurse practitioner. Please keep your child home for a period of **10 days** after the onset of symptoms. Once the symptoms have resolved fully your child may return to the centre.
- **If a COVID-19 test is recommended as a result of the health assessment,** self-isolate while waiting for results
  - **If the COVID-19 test is positive,** self isolate and follow the direction of public health.
  - **If the COVID-19 test is negative,** return to the child care facility once well enough to participate.
  - **If the COVID-19 test is recommended but not done,** self isolate for 10 days after the onset of symptoms and return when the child is well enough to participate.

School Temp check on arrival: \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_

Child Care Staff Signature: \_\_\_\_\_