

2020-2021 Reopening COVID – 19 Health & Safety Training



Welcome

The 2020-2021 school year may look a little different than other school years, but the Dufferin-Peel Catholic District School Board (DPCDSB) remains committed to providing a safe and successful learning environment for our staff and students.

As we proceed into the 2020-2021 school year the COVID-19 pandemic is still ongoing. This training module will outline the steps and strategies that are being put in place at the Board and school locations for the upcoming school year.

Health and Safety During COVID-19

- The Public Health Agency of Canada has stated that the best way to prevent the spread of COVID-19 is through self-isolating, frequent hand hygiene, physical distancing and by avoiding touching your mouth, eyes or nose with unwashed hands.
- As per the Occupational Health and Safety Act, the Board must take all reasonable precautions under the circumstances for the protection of workers, including protection of workers from exposure to COVID-19.
- The types of protective measures put in place will depend on the nature of the hazard and the risk of exposure.

COVID-19 Symptoms

This section will look at identifying COVID-19 symptoms.

About COVID-19

COVID-19, also known as the Coronavirus, results in respiratory illness. According to the Ministry of Health and Long Term Care, coronavirus is most commonly spread from an infected person through:

- **Droplet and Contact Transmission** is the spread of infection by touching secretions contaminated with the virus or through respiratory droplets that land on the face - eyes nose and mouth; this can occur when an infected person is coughing and sneezing close to you.
- Close, prolonged personal contact such as touching or shaking hands
- **Indirect contact** is the spread of infection from touching or handling equipment and other items that are contaminated with the virus and then transferring the virus to your face with your unwashed hands.

Symptoms of COVID-19

- It may take up to 14 days after exposure to COVID-19 for symptoms to appear.
- Individuals infected with COVID-19 may experience very mild symptoms or more serious symptoms of respiratory illness.
- In some cases individuals can be infected with the virus but not show any symptoms
- In each of these cases there can be a risk of transmission of the virus from someone who is infected to another person.

COVID-19 Symptoms Include:

- Fever
- new or worsening cough
- shortness of breath
- sore throat
- difficulty breathing
- new olfactory or taste disorder(s)
- nausea/vomiting, diarrhea, abdominal pain
- runny nose, or nasal congestion - in the absence of underlying reason for these symptoms such as seasonal allergies, post nasal drip, etc.
- clinical or radiological evidence of pneumonia
- unexplained fatigue/malaise/myalgia
- delirium (acutely altered mental status and inattention)
- unexplained or increased number of falls
- acute functional decline
- exacerbation of chronic conditions
- chills
- headaches
- croup
- conjunctivitis



Fever



Cough



Difficulty breathing

Self Screening

This section will look at responses to exposure to COVID-19

Self-Screening

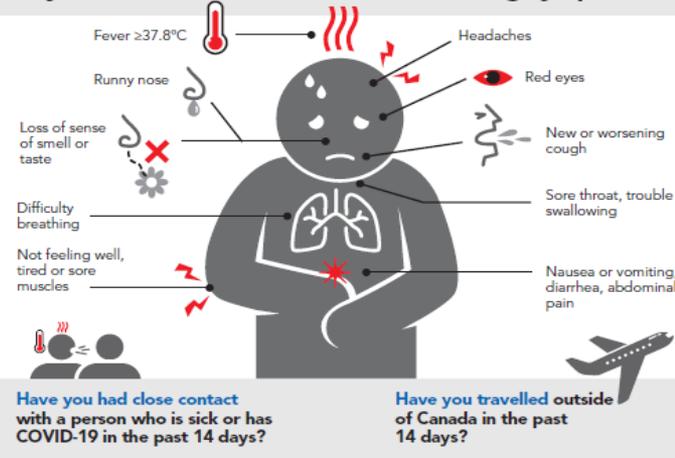
- All staff, students and parents have the responsibility to self-screen for symptoms of COVID-19, common cold, influenza and any other respiratory illness:
 - on a daily basis using the provincial Self-Assessment for COVID-19 tool (<https://covid-19.ontario.ca/self-assessment/>), and
 - prior to their arrival at a Board workplace.
- Signage will be posted at all entrances reminding staff, students and all visitors to self screen before entering a DPCDSB workplace.

Self-Screening Signage



Before you enter

Do you have **ONE** or **more** of the following symptoms?



If you answered YES to any of these symptoms or questions, please do not enter the building at this time.

Self-isolate at home and take the online COVID-19 self-assessment or speak with your health care provider to find out if you need a test.

COVID-19 Illness

Any person (i.e. staff, student and essential visitors) who is experiencing new or worsening symptoms consistent with COVID-19:

- Must stay home from the workplace and self-isolate.
- Should seek appropriate medical attention as required, including getting tested at a COVID-19 testing centre.

Student illness

If a student reports or a staff member notices a student showing COVID-19 symptoms that are not normal for the student or are severe in nature.

- The student will be immediately isolated in a separate, supervised isolation room until parents can pick them up.
- If unable to reach parents, the school will call the emergency contact on file.

Designated Isolation Room

- Each school/site will be responsible for designating an isolation room with a door where the sick individual can wait for their transportation to arrive, as required.
- The room will be designated with an “isolation room” sign.
- A staff member will stay with the ill student and will attempt physical distancing of 2 meters, when possible.
- The staff member supervising the symptomatic student will wear the identified personal protective equipment (PPE) of face mask, face shield, gloves and gown.
- A surgical/procedural mask will be worn by the symptomatic student (if tolerated).



Return to School/Work for Students and Staff

- Those who test **negative** for COVID-19 must be excluded from school/work until 24 hours after symptom resolution.
- Those who test **positive** for COVID-19 must remain in self isolation until these three (3) conditions are met:
 - They have isolated for 14 days after symptoms started AND
 - They no longer have a fever AND
 - Their symptoms have been improving for at least 72 hours
- Students/staff do not need to be retested to return to school/work.
- Staff who present with non-respiratory symptoms of ill health (non COVID-19 related) must follow normal policies for return to work.

Coping with Stress during the COVID-19 Pandemic

Covid-19 can be stressful and the effects can be both physical and emotional. Here are some things you can do to reduce stress:

- Take breaks from listening, watching or reading about Covid-19, frequently, including social media
- Separate facts from rumors and gather information from reliable sources
- Keep yourself in the best health possible and eat healthy, sleep well and get regular exercise.

Hand Hygiene

This section will cover hand washing and hand sanitizer used to prevent the transmission of COVID-19.

Handwashing

- The Public Health Agency of Canada recommends that regular hand hygiene is one of the primary ways to prevent the transmission of COVID-19.
- Hand hygiene refers to hand washing or hand sanitizing to remove or kill the virus.
- Hand washing with soap and water for a minimum of 20 seconds is the most effective way to clean your hands.
- Hand washing facilities with soap are available at all DPCDSB facilities.
- Hand washing signage shall be posted at all hand washing stations.

Hand Washing Steps

1. Wet hands.
2. Apply soap to hands.
3. Lather soap on hands for 20 seconds.
 - a. Remember to rub between fingers, back of hands, fingertips, and under nails.
4. Rinse hands well under running water.
5. Dry hands well with a paper towel or hot air blower.
6. Turn taps off with a paper towel, if available.
7. Use an alcohol-based hand sanitizer after exiting the washroom, if paper towels are not available and touching the door handle is necessary.

Hand Washing Signage

COVID-19

Stop infection Wash your hands



1

Wet



2

Soap



3

Lather



4

Rinse



5

Towel dry



6

Turn taps off
with towel

CDS 06/20 2020

For more information visit peelregion.ca/coronavirus

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 **Region of Peel**
working with you

How to wash your hands



1

Wet your hands.



2

Make bubbles with soap.



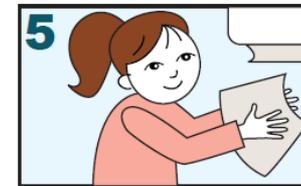
3

Sing the ABCs.



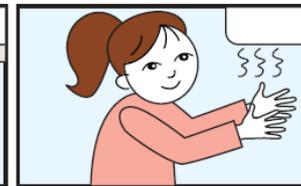
4

Rinse your hands.



5

Dry your hands.



 **PublicHealth**
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info@wdgpublichealth.ca
www.wdgpublichealth.ca

Alternative to Hand Washing

- Alcohol based hand rub, also known as hand sanitizer, will be available when hand washing facilities are not immediately accessible.
- Hand sanitizer will be located:
 - In classrooms and portables without sinks
 - In the offices and common areas
 - At the entrances to Board's schools and facilities

How to Use Hand Sanitizer

- Place enough alcohol-based hand rub into the cupped palm of one hand sufficient to wet both hands completely
- Rub the liquid into the palms, backs of hands, between fingers and under nails

How to use hand sanitizer

1 Apply 1 to 2 pumps of product to palms of dry hands.

2 Rub hands together, palm to palm.

3 Rub in between and around fingers.

4 Rub back of each hand with palm of other hand.

5 Rub fingertips of each hand in opposite palm.

6 Rub each thumb clasped in opposite hand.

7 Rub hands until product is dry. Do not use paper towels.

8 Once dry, your hands are clean.

15 Rub hands for at least 15 seconds

Sources:
Ontario Agency for Health Protection and Promotion (Public Health Ontario), Provincial Infectious Diseases Advisory Committee. Best practices for hand hygiene in all health care settings [Internet]. 4th ed. Toronto, ON: Queen's Printer for Ontario; 2014. Available from: <https://www.publichealthontario.ca/-/media/documents/bp-hand-hygiene.pdf?la=en>

The information in this document is current as of March 16, 2020.

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Ontario

COVID-19: How to wash your hands/How to use hand sanitizer

2 of 2

Safe Handling of Hand Sanitizer

- Store hand sanitizers out of reach of students when not in use.
- Always supervise students when they are using hand sanitizers.
- Try to limit hand sanitizer product accumulation on carpets, floors and surfaces.
- Hand sanitizer can create slippery floor conditions. Clean up any hand sanitizer spills.
- Hand sanitizer is flammable. Store hand sanitizer in a cool dry area and away from sources of fire.

When to Perform Hand Hygiene

Staff and students must perform hand hygiene:

- When they arrive at school and before they go home
- Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions, moving to on-site childcare, etc.)
- Before eating and drinking (or handling food)
- After using the washroom
- After sneezing or coughing
- Whenever hands are visibly dirty
- After cleaning tasks
- Before and after putting on PPE
- Before and after play/use of equipment

Respiratory Etiquette

Respiratory Etiquette

- Respiratory etiquette aims to reduce the risk of transmitting droplets that may contain the virus directly onto other surfaces where they may be picked up by others.
- When coughing or sneezing:
 - Cough or sneeze into a tissue or the bend of your arm, not your hand
 - Dispose of any tissues you have used as soon as possible in a lined wastebasket
 - Wash your hands afterwards
- **Remember to avoid touching your eyes, nose, or mouth with unwashed hands.**

Respiratory Etiquette



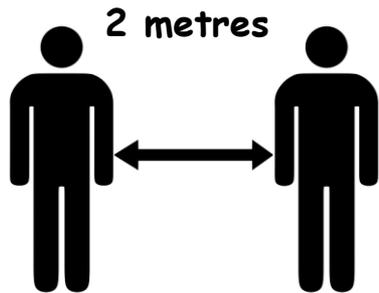
PROTECT YOURSELF FROM CORONAVIRUS



Physical Distancing

This section will look at physical distancing measures during the COVID-19 pandemic.

Physical Distancing



- The Public Health Agency of Canada recommends that individuals maintain a distance of 2 metres (6 feet) apart from other individuals to prevent the spread of COVID-19.
- Signage and decals will be posted at entrances and throughout DPCDSB workplaces to remind staff, students and visitors about physical distancing requirements.

Physical Distancing Signage/Decals



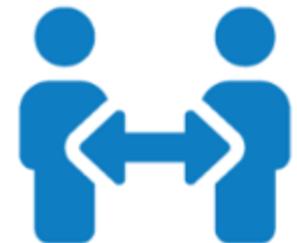
Hallways/Walkways

- Some pathways/hallways may be designated for travel in one direction. Follow the posted signs.
- For narrow hallways you may need to wait for others to clear the area and/or leave space for the person to travel ahead.
- Wider hallways can allow for individuals to pass on opposite sides of the walkway/hallway while maintaining physical distancing.
- When a walkway is adjacent to workstations, try to walk in a manner that gives the most space.

Narrow
hallways



Wider
hallways



Classrooms

Physical distancing in classroom settings may include:

- Removing unnecessary furniture and equipment.
- Creating as much space between the desks.
- Desks must face forward. (Avoid using cluster seating arrangements or sitting in circles.)
- When group activities are used, group activities should minimize or avoid physical contact and the sharing of items.
- Larger classes may be moved to larger rooms i.e. gymnasiums or libraries/learning commons areas

Restroom

Physical distancing may consist of:

- A reduced number of individuals in the restroom at one time.
- A urinal, stall or sink may be closed to facilitate physical distancing in multi-stall restrooms

Common Areas

Common areas may include entrance ways, guidance office, main office, hallways, supply rooms, staff rooms.

Physical distancing measures include:

- No congregating in common areas
- Reducing the number of individuals allowed in an area at one time
- Staggered transition times for classes/staff breaks

Playground/ School Yard Activities

There are options for maintaining physical distancing on the playground.

- Remind students to maintain physical distancing.
- Arrange for students to remain with their class/cohort:
 - Assigned areas on the playground by cohort
 - Staggered access times to the playground or school yard area by class/cohort
- Remind students to refrain from playing contact sports

Student Nutrition Break

Elementary Students

- Students will remain within their class/cohorts in their classroom at their assigned seating
- Recess/nutrition breaks will be staggered to facilitate physical distancing

Secondary School Students

- No congregating in hallways.
- Students will be encouraged to eat lunch in the same classroom, where appropriate
- Seating in cafeteria may be rearranged to support physical distancing

Other COVID-19 considerations

Eating and Drinking

- Staff and students will perform proper hand hygiene before and after eating.
- Each student will have their own individual meal or snack with no common food items.
- Each student will be required to bring their own drink bottle that is labeled, kept with them during the day and not shared.
- Water bottles will be required to be filled rather than students and staff drinking directly from the mouthpiece of water fountains.
- All self-serving food items and microwave use will not be permitted.
- Multi-use utensils will be cleaned after each use.
- Schools will not plan non-instructional activities that involve students in preparing or serving of food.

Personal Belongings

- Personal belongings brought to school should be minimized.
- Personal items being brought to school (for example, backpack, clothing, sun protection, water bottles, food) should be labeled and remain with the student.

Personal Protective Equipment

This section will review the PPE program related to COVID-19 prevention.

Personal Protective Equipment (PPE)

- PPE is protective clothing or equipment designed to protect the wearer's body from injury or infection.
- PPE can include gloves, masks, face shields, gowns, safety shoes etc.
- If staff are required to wear PPE this will be identified in protocols or communicated through their manager/ supervisor.
- PPE is considered to be the last resort when controlling hazards in the workplace.

Personal Protective Equipment

- Personal protective equipment is designed to protect the wearer's body from injury or infection.
- Under the OHSA, workers have a duty to wear and/or use the personal protective equipment when prescribed by the employer to perform the work.

OHSA

Section 28(1)(b)

“Workers shall use or wear the equipment, protective devices or clothing that the worker's employer requires to be used or worn.”

Medical Masks

Types of medical masks:

- Procedural or surgical masks

Protection:

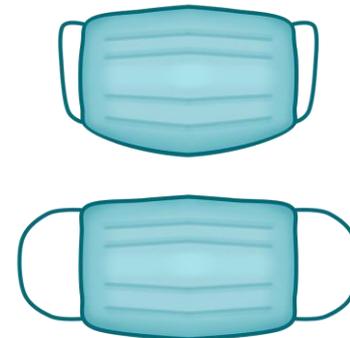
- Protects the wearer against large droplets, splashes, or sprays of bodily. Protects other people from the wearer's respiratory emissions.
- Designed to meet the American Society of Testing and Material (ASTM) F2100 Standard

Note:

- Non-medical face masks are not considered PPE and are not a substitute for a medical mask.

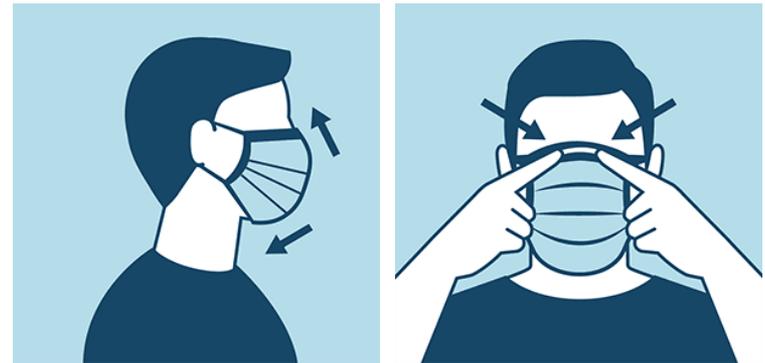
Tasks when masks will be worn:

- While at all DPCDSB workplaces until further notice is provided.



Putting On a Mask

1. Clean hands with soap and water or by using hand sanitizer
2. To put on the mask:
 - a. Place mask to the face
 - b. Secure ties, straps or loops over head/ears.
 - c. Position mask on face by pulling the lower edge under the chin and the upper edge over the nose.
 - d. If available mould flexible nose piece to the sides of the nose.



CDC

Taking Off the Mask

1. If wearing gloves remove gloves first.
2. Clean hands with soap and water or hand sanitizer.
3. To remove the mask.
 - a. Avoid touching the front of the mask. It is considered to be contaminated.
 - b. Untie mask straps or grasp ear loops of mask.
 - c. Pull mask forward and off your head.
 - d. Discard mask in provided waste bin.
4. Clean hands with soap and water or hand sanitizer

Resource: <https://www.publichealthontario.ca/-/media/documents/ncov/factsheet/factsheet-covid-19-how-to-wear-mask.pdf?la=en>

Non-Medical Masks/Face Coverings

The Ministry of Education and Local Public Health Units have stipulated:

Kindergarten students

- Are strongly encouraged but are not required to wear non-medical face masks.

Students from grades 1 - 12:

- Are required to wear non-medical face masks.
- Masks are to be worn inside the building i.e. in the classroom and hallways.
- Masks are not required while outdoors e.g. during recess

