

**Updated May 13, 2021**

## **COVID-19 SAFETY PLAN**

### **CEFA NEW WESTMINSTER-DOWNTOWN**

Our school continues to offer services to families with ongoing implementations and adjustment to our physical settings and school protocols. Here is a reminder and additional information regarding our school protocols surrounding COVID-19.

#### ***Hour of Operations and Pick-up/Drop-off Procedures***

Effective September 1, 2020 our hours of operation are **7:30am – 5:30pm**. For the safety of both the children and staff, we will continue using the glass door to the JK3 classroom (to the left of the front door on Carnarvon Street), front doors on Carnarvon Street as well as the playground/ back doors leading to JK1B and Cefababy as the drop off point for all classes. Please note that the back doors through the JK2/3 playground will remain locked throughout the day.

***Please see below for our class specific pick-up/drop-off procedures:***

- **Cefababy**

**If you are arriving prior to 8:00am**, please drop off your child at the glass door to JK1B (next to the Cefababy glass doors)

**If you are arriving after 8:00am**, please drop off your child at the glass doors to the Cefababy class directly through the playground

**If you are picking up prior to 4:45pm**, please do so at the glass doors to the Cefababy class directly through the playground

**If you are picking up after 4:45pm**, please do so in the playground or at the glass door to the JK1B class directly through the playground (next to the Cefababy glass doors)

- **JK1A**

**If you are arriving between 7:30am – 10:00am**, please drop off your child at the glass doors to the JK1B class directly through the playground, the JK1B teachers will accompany your child to JK1A

**If arriving between 10:00am – 11:00am** please meet the JK1A class outside in the playground

**If you are picking up before 4:00pm**, please do so at the glass doors to the JK1B class directly through the playground, the JK1B teachers will accompany your child from JK1A to the JK1B glass doors

**If arriving between 4:00pm – 4:45pm** please meet the JK1A class outside in the playground

**If you are picking up after 4:45pm**, please do so at the glass doors to the JK1B class directly through the playground, the teachers in JK1B accompany your child from JK1A to the JK1B glass doors

- **JK1B**

**If you are arriving between 7:30am – 11:00am**, please drop off your child at the glass doors to the JK1B class directly through the playground

**If arriving between 11:00am – 12:00pm** please meet the JK1B class outside in the playground

**If you are picking up prior to 4:45pm**, please do so at the glass doors to the JK1B class directly through the playground

**If you are picking up after 4:45pm**, please meet the JK1B class outside in the playground

- **JK2**

If you are arriving prior to 9:15am, please drop off your child at the glass door to JK3 (to the left of the front door on Carnarvon Street)

If arriving after 9:15am please ring the buzzer for drop off assistance as the JK3 classroom will be outside

If arriving between 10:15am – 11:15am please meet the JK2 class outside in the playground

If you are arriving for afternoon pick-up between 3:45pm – 5:00pm, please meet the JK2 class outside in the playground

If you are picking up after 5:00pm, please do so at the glass door to JK3 (to the left of the front door on Carnarvon Street)

- **JK3**

If you are arriving prior to 9:15am, please drop off your child at the glass door to JK3 (to the left of the front door on Carnarvon Street)

If arriving between 9:15am – 10:15am please meet the JK3 class outside in the playground

If arriving between 2:00pm – 3:15pm please meet the JK3 class outside in the playground

If you are picking up after 3:15pm, please do so at the glass door to JK3 (to the left of the front door on Carnarvon Street)

To help ensure our children's safety and minimize the traffic through our schools, we ask that all parents and guardians who are dropping off a child to remain at the designated entrance and **do not enter our hallways, classrooms or washrooms**. Our staff will greet you at the designated entrance and have you sign in/out there, as well, provide assistance for your child between our entrance and the appropriate classroom.

### ***Daily Health Check/ Updated Illness Policy***

We also want to notify parents/guardians that children will be required to have their temperature checked upon arrival as well as confirmation of the following from parent/guardian at drop off:

- Have travelled outside of Canada within the last 14 days
- Have been identified by Public Health as a close contact of someone with COVID-19
- Have been told to isolate by Public Health
- Are displaying any of the following new or worsening symptoms:

- |                                   |                                |
|-----------------------------------|--------------------------------|
| • Fever or chills                 | • Extreme fatigue or tiredness |
| • Cough                           | • Headache                     |
| • Loss of sense of smell or taste | • Body aches                   |
| • Difficulty breathing            | • Nausea or vomiting           |
| • Sore throat                     | • Diarrhea                     |
| • Loss of appetite                |                                |

Please see [the when to get tested for COVID-19](#) poster for reference which can also be found.

### ***Returning after Sickness***

When a staff, child or other persons entering the setting can return to child care depends on the type of symptoms they experienced as outlined in [the when to get tested for COVID-19](#) resource.

If, based on their symptoms, a test is not recommended (i.e., the guidance is to ‘stay home until you feel better’), the person can return when their symptoms improve and they feel well enough to participate in all activities.

If, based on their symptoms, a test is recommended (i.e., the guidance includes ‘get tested’), the person must stay home until they receive their test result.

- **If the test is negative**, they can return when symptoms improve and they feel well enough.
- **If the test is positive**, they must follow direction from public health on when they can return.

# COVID-19

## When to get tested for COVID-19

Based on current evidence, some symptoms are more likely to be related to COVID-19 than others.

If you or your child have any of the symptoms listed below, follow the instructions.

SYMPTOMS		WHAT TO DO
<ul style="list-style-type: none"> <li>• Fever (above 38° C)</li> <li>• Chills</li> <li>• Cough</li> </ul>	<ul style="list-style-type: none"> <li>• Loss of sense of smell or taste</li> <li>• Difficulty breathing</li> </ul>	<p><b>1 or more of these symptoms:</b> Get tested and stay home.</p>
<ul style="list-style-type: none"> <li>• Sore throat</li> <li>• Loss of appetite</li> <li>• Headache</li> <li>• Body aches</li> </ul>	<ul style="list-style-type: none"> <li>• Extreme fatigue or tiredness</li> <li>• Nausea or vomiting</li> <li>• Diarrhea</li> </ul>	<p>If you have <b>1 symptom:</b> Stay home until you feel better.</p> <p><b>2 or more of these symptoms:</b> Stay home and wait 24 hours to see if you feel better. Get tested if not better after 24 hours.</p>

If you are a close contact\* of someone who has COVID-19 and have any of the symptoms listed above:

Get tested and stay home.

Check your symptoms with the B.C. Self-Assessment Tool.

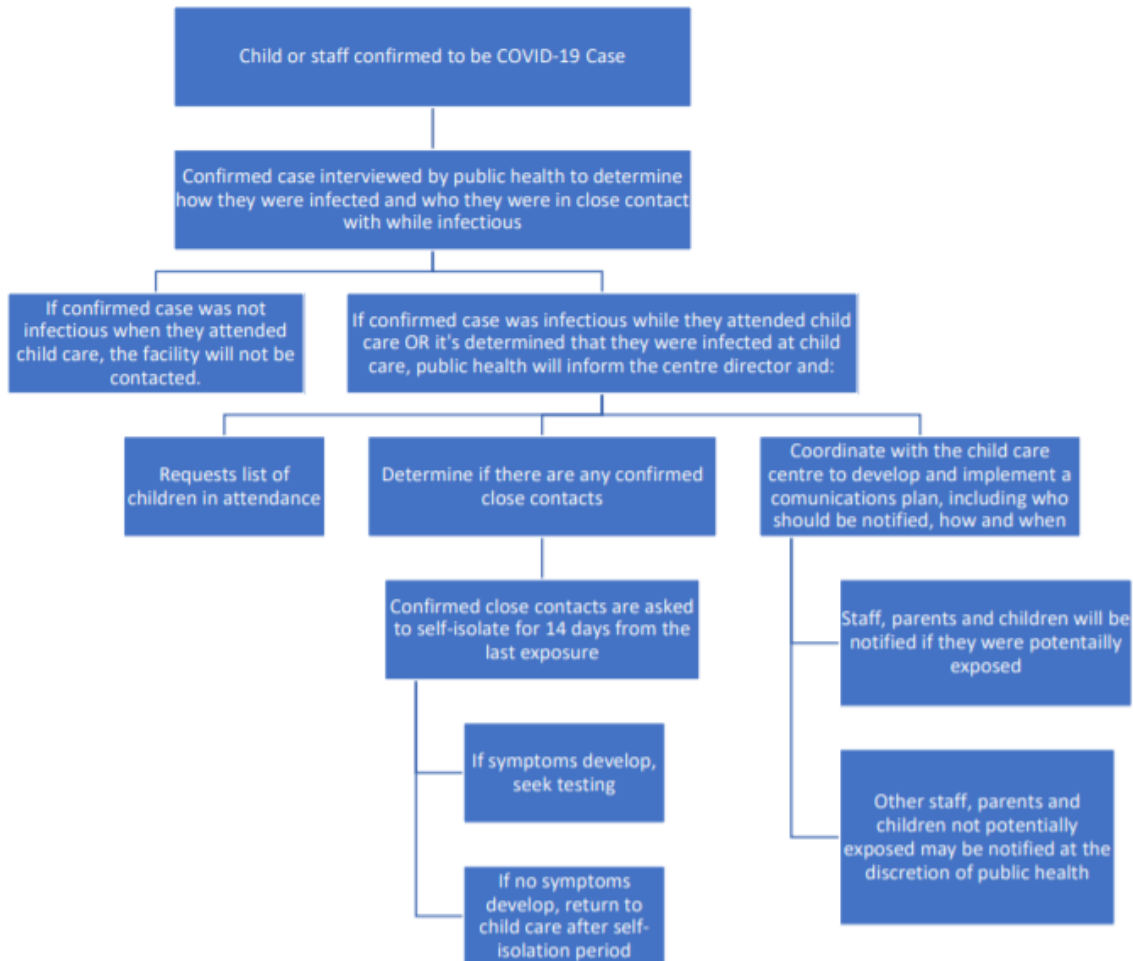
If you have any questions, or the symptoms get worse, contact your healthcare provider or call 8-1-1.

\* You will be notified if you are a close contact. For more information on close contacts, go to <http://www.bccdc.ca/covid19closecontacts>

For more information on COVID-19, go to [www.bccdc.ca](http://www.bccdc.ca)

If you develop severe symptoms, such as difficulty breathing (e.g. struggling to breathe or speaking in single words) or chest pain, **call 9-1-1 or go to the nearest Emergency Department.**

## Appendix C: Public Health Actions if a Staff, Child or Other Person Who Has Been in the Child Care Setting is a Confirmed COVID-19 Case



### ***Student Backpacks / CEFA Drawstring Bags***

We ask all families to send their child with a backpack/CEFA drawstring bag whereby we can place all jackets, pants and other clothing into the sealable bag to reduce the potential contamination from one child to another. Our center will not be using the cubbies at this time other than for storage of backpacks.

### ***Curriculum***

We will be adjusting our daily schedule as required to offer additional outdoor time. In addition, co-curriculars may not be implemented by the usual designated co-curricular teacher and instead from one of your child's classroom teacher. This will minimize the unnecessary need for teachers to crossover into other classrooms; reducing the traffic throughout the school.

### ***Outdoor Activities***

Please ensure your child has appropriate outdoor clothing as we expect to increase our use of the outdoor open-aired play area. Fresh air and open spaces will help us work to keep our children and families safe.

CEFA understands that this may not be convenience, but we hope for your understanding and cooperation that this is in compliance with authorities' recommendation and how we can safely care for the children.

### ***Use of Masks***

With the new provincial [facemask mandate](#), we kindly ask that families please wear a mask while dropping off and picking up students at school entrances.

### ***Resource Links:***

[http://www.bccdc.ca/Health-Info-Site/Documents/COVID\\_public\\_guidance/Guidance\\_Child\\_Care.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance_Child_Care.pdf)

[http://www.bccdc.ca/Health-Info-Site/Documents/COVID\\_public\\_guidance/When\\_to\\_get\\_tested.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/When_to_get_tested.pdf)

[http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting\\_PublicSettings.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf)

<https://www.worksafebc.com/resources/health-safety/posters/help-prevent-spread-covid-19-entry-check-workers?lang=en>

Should you have any questions regarding any of the above, please do not hesitate to contact your Principal or Director.

Warm regards,

CEFA Administration