



## Yukon Schools 2021-2022 Operational Plan for Reducing Communicable Disease for Nelnah Bessie John School

In the 2021-2022 school year, it is expected that schools can return to near-normal operations with some measures taken to keep schools low-risk settings for transmission of COVID-19.

The purpose of this operational plan is to allow each school to describe the specific measures that will be undertaken during the 2021-2022 school year to reduce the transmission of communicable diseases.

This template is based on the K-12 School Guidelines 2021-22 from Yukon's Chief Medical Officer of Health, initially released on August 4, 2021 (and amended on August 10, 2021). These guidelines may be amended from time to time and, if so, this template will be adjusted accordingly.

Completed or amended plans must be reviewed and approved by the superintendent. After approval, they must be posted on the school's website in an easy-to-find location (preferably posted or linked from the main page).

### Contact information

School name:	Nelnah Bessie John School
Address (physical location):	3100-1202 Alaska Highway
Principal:	Heidi Warren
Phone:	867-862-7150
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Date Revised:	August 18, 2021
Date Approved by Superintendent:	Click or tap here to enter text.

## 1. Vaccinations

Vaccines are the most effective way to reduce the risk of COVID-19 in our K-12 schools and communities. Eligible students and staff are strongly encouraged to get vaccinated. Information on obtaining COVID-19 vaccinations in every community can be found at <https://yukon.ca/en/this-is-our-shot>

## 2. Staying Home When Sick

Guidance	School Specific Information
<p>Parents and guardians should assess their children for symptoms before sending them to school.</p> <ul style="list-style-type: none"> <li>• Parents and guardians should assess their children for <b>symptoms</b> before sending them to school.</li> <li>• Staff should assess themselves for symptoms every day.</li> <li>• All students and staff should stay home and <b>arrange for testing</b> if they have symptoms, no matter how mild.</li> <li>• To help assess symptoms, parents and staff can use the <b>COVID-19 self-assessment tool</b> or contact a health care provider for additional guidance.</li> <li>• Signs can be posted throughout schools to remind staff, students and visitors to stay home if they're sick even if their symptoms are mild.</li> </ul>	<ul style="list-style-type: none"> <li>• NBJS' website will provide parents and guardians with information regarding when to keep their child home from school.</li> <li>• Parents and guardians will be instructed to assess their children for symptoms each day before sending them to school</li> <li>• Staff should assess themselves for symptoms each day before coming to work</li> <li>• Should either students or staff present with symptoms, they must stay home and arrange for testing at the Beaver Creek Health Centre</li> <li>• Parents and staff will be encouraged to use the COVID-19 self-assessment tool</li> <li>• Our school has signage throughout the building and on the front and side entrance doors to remind staff and visitors to stay home when they are sick</li> </ul>

## 3. Ventilation

Guidance	School Specific Information
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<ul style="list-style-type: none"> <li>• All mechanical heating, ventilation and air conditioning (HVAC) systems must be working properly.</li> <li>• Open windows and doors to improve natural ventilation if the weather permits.</li> <li>• Consider using HEPA filters in situations where the risk of COVID-19 transmission is higher due to less than optimal ventilation.             <ul style="list-style-type: none"> <li>• The Department of Education, Operations Unit, will help schools determine locations where HEPA filters will be deployed.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>
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### 4. Cleaning and Disinfection

- As the risk of COVID-19 transmission from surfaces is low, it is anticipated that schools will transition to regular cleaning practices.
- For the start of the 2021-2022 school year, additional custodial supports will be in place throughout the day to continue enhanced cleaning practices to reduce the transmission of communicable disease.
  - Custodians will be provided with cleaning guidelines from the Operations Unit.

### 5. Physical Distancing

Guidance	School Specific Information
<ul style="list-style-type: none"> <li>• Physical distancing is no longer mandatory for students in schools, however, it's important that staff and students spread out within the available space and prevent crowding in common areas such as hallways.</li> <li>• Staff must continue to maintain a 2-metre distance from students and other staff.</li> <li>• Pay particular attention at the start and end of day, to entry and exit areas, and other places where people tend to gather.</li> </ul>	<p><b>Provide details (consider including diagrams) on:</b></p> <ul style="list-style-type: none"> <li>• NBJS has a total of 5 staff. Staff meeting can be conducted as usual maintaining the required 2-meter distance. We have no staffroom, and one staff bathroom. Staff will be reminded to wipe down bathroom upon leaving. One staff member at a time in office when admin assistant is working. Always maintain 2-meters distance with other staff members.</li> <li>• Tables/desks 2-meters apart. Line up area will have markings of 2-meters. Signage referring to 1 caribou apart to refer</li> </ul>

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<ul style="list-style-type: none"> <li>• Respect traffic flow and be mindful of others' personal space.</li> </ul>	<p>back to if student/staff forget. Teachers can have masks on hand in case of situation that requires closer physical contact with students, for the teacher to wear if they so choose. Encourage/teach games that highlight physical distancing regularly.</p>
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### 6. Programming

Guidance	School Specific Information
<ul style="list-style-type: none"> <li>• Singing and the playing of wind instruments have a higher risk of COVID-19 transmission. Teachers and students must:               <ul style="list-style-type: none"> <li>• maintain physical distancing;</li> <li>• continue with enhanced cleaning of wind instruments; and</li> <li>• follow the <a href="#">singing and music guidelines</a>.</li> <li>• follow the <a href="#">recreation guidelines</a>, which include sport and recreation, fitness studio and gym, cold weather sports, and contact sports.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Our programming in this area is currently limited. Any instruments used and singing will adhere to the guidelines.</li> </ul>

### 7. Hand and Respiratory Hygiene

- Students and teachers should wash their hands regularly (see table, below, for specific instances where hands should be washed). Thorough hand washing with plain soap and water for at least 20 seconds is most effective at reducing the spread of illness.
- If soap and water are not available, use alcohol-based hand sanitizer containing at least 60 per cent alcohol.
- Alcohol-based hand sanitizer should be made available at:
  - school entrances and exits;
  - entry points to classrooms; and
  - other high traffic areas.
- Students and staff should cough and sneeze into their elbow, sleeve or a tissue.

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- Used tissues should be thrown away and hand hygiene performed immediately.
- Lined, no-touch wastebaskets (foot pedal-operated, hand sensor, open basket) should be used, where possible.
- Refrain from touching eyes, nose or mouth with unwashed hands.
- Refrain from sharing any:
  - food;
  - drinks;
  - unwashed utensils;
  - cigarettes; or
  - vaping devices.
- Signage should be posted throughout schools to remind staff, students and visitors to perform proper hand hygiene and respiratory etiquette.

When students should wash their hands	When staff should wash their hands
<ul style="list-style-type: none"> <li>● Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions)</li> <li>● Whenever hands are visibly dirty</li> <li>● After using the washroom</li> <li>● Before eating and drinking</li> <li>● After sneezing or coughing into hands</li> <li>● After playing outside</li> </ul>	<ul style="list-style-type: none"> <li>● Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions)</li> <li>● Whenever hands are visibly dirty</li> <li>● After using the washroom</li> <li>● Before eating and drinking</li> <li>● After sneezing or coughing into hands</li> <li>● Before handling food or assisting students with eating</li> <li>● After contact with body fluids (i.e., runny noses, spit, vomit, blood)</li> <li>● After cleaning tasks</li> <li>● After removing gloves</li> <li>● After handling garbage</li> </ul>

## 8. Masking

- All students in Kindergarten through Grade 12 and staff must wear masks in all indoor school settings outside of the classroom.
  - This includes hallways and on school buses.
  - Exceptions are made when:

- eating, drinking or participating in physical activities; and
- When an individual class is, in a supervised and controlled way, transiting from one room in the school to another. An example of this is a group of students walking directly from their classroom to the gym.
- Students do not need to wear a mask in a classroom setting, but may choose to wear one if they wish.
- Staff must wear a mask if they are unable to maintain a 2-metre distance from students or other staff.

### 9. Outdoor/on the land education, field trips and overnight trips

- The risk of COVID-19 transmission is lower in outdoor settings than it is indoors; as a result, outdoor education and on the land programming is encouraged.
- Field trips within Yukon and Canada are permitted if public health guidelines are followed. These guidelines apply to their trip setting even if they are out of the territory. If public health measures are stricter where they are travelling, those guidelines must also be followed.
- Sleeping arrangements:
  - It is ideal if students can sleep in individual rooms or tents. If this is not possible, align mats or beds so that students and leaders sleep head-to-toe, at least 2-metres (6 feet) apart to prevent droplet spread while sleeping.
  - There should be no more than two students or trip leaders per room or tent.
  - Students/trip leaders from the same household or [social bubble](#) can sleep in closer quarters.
- Schools should develop a plan if a student becomes symptomatic before or on an excursion or field trip.
  - Ill campers or those that meet criteria for isolation must be in a single accommodation. There is no shared accommodation allowed for these campers.
- International field trips are not currently permitted.

### 10. What to do if a student gets sick?

Guidance	School Specific Information
<p>If a student develops symptoms of COVID-19, staff must take the following steps:</p> <ul style="list-style-type: none"> <li>• Immediately separate the symptomatic student from others in a designated, supervised area.</li> <li>• When over the age of 5 the student must wear a mask if tolerated.</li> </ul>	<ul style="list-style-type: none"> <li>• Should a student become sick at school, the symptomatic student will be taken to the administrative assistant's office, which is where the COVID-19 kit is located.</li> <li>• The student (if over the age of 5) will be asked to wear a mask and the staff member administering to the student will also wear a mask. Physical distancing will be maintained where possible. If the student is not comfortable wearing a mask, they will be directed to cover their coughs or sneezes</li> </ul>

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<ul style="list-style-type: none"><li>• If the student is not wearing a mask, provide them with tissues to cover their coughs or sneezes. Throw away used masks and tissues as soon as possible and perform hand hygiene.</li><li>• Contact the student's parent or guardian to pick them up as soon as possible.</li><li>• Anyone in the room with the ill student must wear a mask and, where possible, maintain a distance of 2 meters from them.</li><li>• Avoid touching the student's body fluids such as mucous or saliva. If you do, thoroughly wash your hands with soap and water or alcohol- based hand rub.</li><li>• Once the student is picked up, wash your hands with soap and water or alcohol- based hand sanitizer.</li><li>• Staff responsible for facility cleaning must clean and disinfect the space and areas the student occupied or used. This includes classrooms, bathrooms and common areas.</li></ul>	<p>with a tissue. Masks and tissues will be thrown away as soon as the child has been picked up. Proper hand washing will take place after.</p> <ul style="list-style-type: none"><li>• A staff member will contact the student's parent or guardian to pick them up ASAP</li><li>• Proper handwashing and sanitizing will take place after the student has been picked up. The custodian will also do a thorough clean of any areas or space the student occupied.</li></ul>
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### 11. What to do if a staff member gets sick?

If a staff member develops symptoms of COVID-19, staff should go home as soon as possible.

If they cannot go home, the staff member should:

- separate themselves into an area away from others;
- wear a mask;
- maintain a distance of 2 metres from others.

Staff responsible for facility cleaning must clean and disinfect the space and areas the student occupied or used. This includes classrooms, bathrooms and common areas.

School administration is responsible for supplying the masks and cleaning materials necessary for safely responding to symptomatic students and staff members.

## 12. Monitoring absenteeism

Reporting significant communicable diseases and high absenteeism rates is a responsibility of the Department of Education (as stated in the Agreement between Health and Social Services and Education, September 1st, 2010). Schools are requested to report higher than expected absenteeism (i.e. >5-10% above baseline), as determined by the school and that is thought to be due to a communicable disease. The existing reporting process and “Yukon School Surveillance Reporting Tool” should be completed. In addition to increased absenteeism, this form may also be used to report a suspect or confirmed communicable disease of significance within a school setting, regardless of absenteeism.

Schools should monitor student absenteeism for extended absences as this may indicate that a student has been sick. Students returning from prolonged absences should be flagged for screening by administration upon their return and asked if they have any symptoms before returning to class.

## 13. Contingencies

There may be instances where, following the direction and guidance of the Yukon Centre for Disease Control (YCDC) and the Office of the Chief Medical Officer of Health (CMOH), individuals or groups of students may be required to stay home from school. The Yukon Early Kindergarten to Grade 12 Education Recovery Plan contains three suggested contingencies schools should prepare for, listed in the table below.

<p><b>Individual Case</b></p> <ul style="list-style-type: none"><li>• Teachers continue to be responsible for providing learning opportunities and assessing student learning of curricular learning standards.</li><li>• Blended learning opportunities are offered until it is safe to return to school.</li><li>• Continue to use Zoom and other digital platforms.</li><li>• Teachers must ensure students have digital and print resources.</li><li>• Student(s) are sent home daily learning packages if blended learning options are not available.</li><li>• Students not well enough will be offered support upon return to school.</li></ul>	<ul style="list-style-type: none"><li>• Teachers will maintain communication with student’s parent/guardian in order to pass on daily learning packages (print resources).</li><li>• Some families at the school may not have reliable internet at home. Where possible, participation in blended learning via Zoom (and other digital resources) will take place. Daily learning packages will take the place of Zoom if necessary.</li><li>• For those students who are too unwell to participate in learning while at home, they will be provided with support upon their return to school.</li></ul>
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<p><b>Class Outbreak</b></p> <ul style="list-style-type: none"> <li>• Teachers continue to be responsible for providing learning opportunities and assessing student learning of curricular learning standards.</li> <li>• Blended learning opportunities are offered to students required to be at home until it is safe to return to school.</li> <li>• Continue to use Zoom and other digital platforms.</li> <li>• Schools must ensure students have the digital and print resources needed to be successful at home.</li> <li>• Students not well enough will be offered support upon return to school.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers will maintain communication with students' parents/guardians in order to pass on daily learning packages (print resources).</li> <li>• Some families at the school may not have reliable internet at home. Where possible, participation in blended learning via Zoom (and other digital resources) will take place. Daily learning packages will take the place of Zoom if necessary.</li> <li>• For those students who are too unwell to participate in learning while at home, they will be provided with support upon their return to school.</li> </ul>
<p><b>School Outbreak</b></p> <ul style="list-style-type: none"> <li>• Teachers continue to be responsible for providing learning opportunities and assessing student learning of curricular learning standards.</li> <li>• Primary students (Early-K to Grade 3) and students with learning challenges are prioritized to remain in school for in-person learning with safety measures in place.</li> <li>• Blended learning opportunities are offered where possible.</li> <li>• Student(s) are sent home daily learning packages if blended learning options are not available.</li> <li>• Students not well enough will be offered support upon return to school.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers will maintain communication with students' parents/guardians in order to pass on daily learning packages (print resources).</li> <li>• Some families at the school may not have reliable internet at home. Where possible, participation in blended learning via Zoom (and other digital resources) will take place. Daily learning packages will take the place of Zoom if necessary.</li> <li>• For those students who are too unwell to participate in learning while at home, they will be provided with support upon their return to school.</li> </ul>

**14. Other school-specific operational procedures or routines as authorized by school councils.**

The K-12 School Guidelines 2021-22 from Yukon's Chief Medical Officer of Health released on August 4 (and amended on August 10) provide the minimum standard that all schools must adhere to. However, schools can exceed these standards using school rules or policies as authorized by school councils under their authorities outlined in the Education Act. Use this section to detail any additional school-specific operational procedures or routines as authorized by the school council.