

COVID 19 Policy #1

Arrival and Dismissal Policy

Purpose:

To reduce the risk of transmission of COVID-19 by outlining staggered or alternative arrival and dismissal procedures.

Application:

This policy applies to all parents, students, participants, teachers, instructional assistants, staff, visitors, volunteers and directors.

Definitions:

1. **Sanitizing:** Means to reduce the amount of microorganisms like bacteria, viruses, and fungi on a surface after it has been cleaned. The sanitizer used must reduce the number of bacteria to the level that is deemed safe by the public health standards.
2. **Disinfecting:** To disinfect means to kill specific viruses and pathogens on a surface using a disinfectant. These cleaning agents must kill 99.999% of infectious bacteria, viruses, and fungi within a 5-10 minute period. It is recommended to disinfect frequently touched surfaces.
3. **Personal protective equipment:** equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses; i.e. gloves, masks, gowns/coats.
4. **Point of Care Risk Assessment:** A tool developed by Alberta Health Services to assist in determining the appropriate personal protective equipment to be worn given the task, patient, and environmental circumstances.

Procedures:

1. **On a daily basis staff members and students will commit to completing the screening protocol as outlined in this policy and approach determined by school.**
2. **Parents must make sure their children do not have:**
 - a. **Fever-** Have you administered any fever reducing medications prior to attending school? If so do not send your child to school.
 - b. If you have the symptoms of a cold, flu, or Covid-19 including a cough, sneezing, runny nose, sore throat, fatigue you must stay at home (not going to school/work) and keep a safe distance from others in your family until those symptoms have completely disappeared.
 - c. Staff can access a full version of the screening tool at:
<https://myhealth.alberta.ca/Journey/COVID-19/Pages/Assessment.aspx>
 - d. If any individual tests positive they must contact the organization immediately.
 - e. If at any point during the assessment, this tool directs individuals to contact 911 or other health providers due to prevailing symptoms, individuals are to remain home, contact the appropriate emergency resources, contact Airdrie Foundation 4 to inform the administrative staff of their change in status, and quarantine/self-isolate according to Alberta Health Services guidelines.
3. **Staggered arrival and dismissal times.**

- a. Administration will set up a plan for staggered arrival and dismissal times based upon the option selected by Airdrie Foundation 4 and Inspiration Station.
 - b.
- 4. Upon arrival, engage in proper hygiene procedures and complete temperature check.**
- a. Everyone must engage in the following hygienic procedures to be permitted entry into the facility:
 - i. Cleanse hands using an alcohol-based hand sanitizer that contains at least 60% alcohol.
 - ii. All temperature checks should be performed using a touch less infrared forehead digital thermometer.
 - iii. My Health Alberta guidelines advise that temperatures:
 - 1. 38.3°C or higher for an adult constitutes a fever.
 - 2. 37.6°C or higher for children 5 years and up constitute a fever.
- 5. Staggered dismissals in the building.**
- a. **In preparation to exit the building each person must engage in the following hygienic procedures:** Wash hands thoroughly using soap and water for at least 20 seconds, or cleanse hands using an alcohol-based hand sanitizer that contains at least 60% alcohol.
 - b. Children will be dismissed to parents in small groups of 3-4 at a time.

References: Current as of 06/08/2020 based on the most recent guidance from regulatory authorities.

Alberta Health Services COVID-19 Self-Assessment

<https://myhealth.alberta.ca/Journey/COVID-19/Pages/Assessment.aspx>

Guidance for Managers and Operators of Industrial Work Camps

<https://www.alberta.ca/assets/documents/covid-19-work-camps-fact-sheet.pdf>

MyHealthAlberta Health Information and Tools- Body Temperature

<https://myhealth.alberta.ca/HEALTH/Pages/conditions.aspx?hwid=hw198785>

<https://www.sunrisemedical.eu/blog/wheelchair-tips-for-covid-19>

Board Approved: August 10, 2020