



Return to School 2021-2022

Health, Safety, Operational and
Continuation of Learning Plan

Updated August 2021, revised November, 2021



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Revised November, 2021

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Return to School

2021-2022



Health, Safety, Operational and Continuation of Learning Plan

This plan and its implementation are subject to change based on direction from our local public health unit and/or the Chief Medical Officer of Health. It is based on the best current available information and best practices. The plan will be adjusted as new information is available, and the status of the COVID-19 pandemic changes. We will continue to be nimble and change as necessary and transition as required.

Introduction and Background

On August 3, 2021 the Ontario Government released its plan for the return to in-person learning in the fall of 2021. The document, "COVID-19: Health, safety and operational guidance for schools (2021-2022)", provides guidance for schools to operate during the 2021-2022 school year. Health and safety measures will continue to be in place during the 21-22 school year. We are pleased with the return to in-person learning. We know that having students in school is important for their development; and all of the benefits associated with attending school including education, social and emotional development, mental health and physical activity. **Please understand that our cautious approach to our reopening plan is in service of safeguarding as much in-person learning time as possible for the 2021-2022 school year and to minimize any potential disruptions due to positive cases in the school.** We ask that parents and family members respect this approach for the safety of all community members.

The health, safety and wellbeing of students and staff are a top priority, and, as we did in 2020-2021 we will be conscientious and conservative to ensure the safety of all and also with the intention to limit the impact of a positive case of COVID-19 or outbreak on the broader school community. Braemar House School remains committed to the safe reopening of the school for the 2021-2022 school year, and cautiously moving to a return to a more 'normal' operation. Throughout this plan you will see that many of our strong practices remain in place, and we have started to make changes to safely reintroduce activities that are important to the students, staff and our school community. Because the dynamics of the pandemic are constantly changing this plan will be reviewed and modified throughout the year as necessary.

Braemar House School's leadership team has reviewed the Ontario government's framework document, as well as other public health resources (ex. Science Table COVID-19 Advisory for Ontario, and worked with the Brant County Health Unit (BCHU) and local medical officer of health to provide a regional perspective and one specific to our small independent school, to revise our **Return to School 2021-2022: Health, Safety, Operational and Continuation of Learning Plan.**

Our intent is to return to in person learning safely and move toward more normal operations while maintaining the integrity of our COVID-19 health and safety protocols. Our focus will be:

- **Manage aerosols and aerosol spread through ventilation, masking and other protective strategies**
- **Protect in person learning by maintaining cohorting (we will bubble classes, see page 12 for more details), reintroduce activities safely and limit certain activities to decrease the impact on the wider school community of a positive case**

The Ontario government will continue to monitor the ongoing COVID-19 situation, including risks of variants of concern (VOCs) including the Delta variant. The chief medical officer of health will work closely with local public health units (PHUs) to review key measurements and update guidance including lifting or adding health and safety measures as needed. Further, medical officers of health in local public health units have powers to address outbreaks or risks of COVID-19 transmission in schools, including making decisions about shutting cohorts or schools.

Overview

When the school is re-opened, Braemar will continue to operate with enhanced public health and safety protocols in place to ensure the health and safety of our students and staff. The following guidelines will be taken to mitigate the risk of COVID-19, reduce the spread and protect the health and well-being of students, staff and their families. It is important to remember we are not relying on one single public health measure; this is a layered approach and includes multiple strategies to reduce the risk of the spread of COVID-19.

NOTE: Specifics are outlined in POLICY 14.5 B Procedures/Practices (starting on page 8) for returning to school after extended COVID-19 closure, updated August 2021. Please refer to that section for details.



Braemar's Key Strategies:

	Ventilation		Masking
	Physical Distancing		Hand hygiene and respiratory etiquette
	Cleaning and disinfecting		Cohorting
	Screening and contacting tracing		Come to school <i>only</i> if you are well

Guiding Principles: managing aerosols and aerosol spread with ventilation, masking and other strategies; and protecting in-person learning

Key Health and Safety Strategies:

- Maintain vigilance in terms of ventilation and air quality management. This includes air cleaning and CO2 monitoring to minimize aerosol spread
- Continue masking – everyone in the building is required to wear a properly fitted masks indoors (we recommend the use of a rated mask (3-ply) for students as a best practice). All school staff will wear medical-grade masks and other PPE as outlined by our local health unit
- Continue physical distancing measures (to keep individuals distanced to limit the spread between individuals) and maintain physical building strategies (see below) to remind students and staff to keep distance
- Continue hand hygiene & respiratory etiquette
- Continue with increased sanitation, enhanced cleaning and maintenance. This includes increased frequency of cleaning and disinfecting, including utilizing fogging
- Maintain small, cohorted classes. Each class will be cohorted for the majority of the day for contact tracing purposes. This year we will pair classes to safely reintroduce different activities (ex. recess and clubs). The number of adults per cohort will be minimized as much as possible for the purposes of contact tracing
- Maintain our current sickness policy to ensure students come to school healthy, stay home when they aren't feeling well and get tested if they have any symptoms consistent with COVID-19. This is critical and requires strict adherence by parents. Parents will be a part of the screening process at home daily. As well, we will continue with our at school screening upon arrival and monitoring of symptoms throughout the day

Physical Building Strategies

- Maintain the changes and procedures developed to ensure physical distancing, hygiene and health practices. Including visual reminders on the floors in the halls, outside and posters
- Classrooms - separated student desks, and minimized furniture in the classrooms to ensure spacing, and airflow, as well, hands free sanitizer dispensers
- Bathrooms – eliminated the middle sink for distancing and installation of hands free paper towel, soap and hand sanitizer dispensers
- Addition of medical-grade air filtration systems in each classroom – including ongoing maintenance to ensure systems are running optimally

School Day/Program Changes

- Continue with changed drop off and pick up procedure changes – this happens *outside* of the school
- Continue with screening visitors to the school
- Continue with changes to before/after school program including designated spot, physical distancing and cleaning protocols
- Maintain parent-teacher communication via phone/email to ensure distancing

Revised for 2021/2022

- Assemblies – during the 2021/2022 school year we look forward to a return to in-person assemblies when community cases are low and government restrictions on gathering have been lifted. When those metrics allow, we will divide the school into two groups and host 2 separate assemblies. For September and October, we continue to enjoy assemblies via Zoom.
- Recess, physical education, sports and extracurricular activities will all be revised and adapted using the new guidelines, but adapted for student and staff safety – this will continue to be reviewed and revised as we can

Communication with Parents

Braemar values communication with families. The updated plan will be shared with families in August. In addition, we will communicate to parents before school starts, and as the situation evolves, outlining health and safety protocols and other changes. As well, we will share fact sheets, screening information and all policies, and education information for families. Any further changes to our COVID-19 plan will be communicated with parents as fast as possible through the Remind app, the Braemar Broadcast and through email.

Continuation of Learning and Student Wellbeing and Mental Health

We understand it will be important to support our students as they transition back into the school setting. We want to ensure academic success through our enhanced curriculum and we will start the year reviewing materials covered in 2020-2021. We were pleased with our CAT-4 test results in October 2020 which were on par with the year before despite the abrupt move to online learning in March 2020. We will track this again in October of 2021.

We are also cognisant of the mental health, and social-emotional health of all students and staff. This will be in the forefront though yoga and mindfulness with Ms Sheryl, guidance, health class, in-class mindfulness exercises and community resources if required. Our principal has reviewed the Ontario Mental Health Plan and has updated resources and shared this information with staff. Together our principal, and physical education/health and guidance teacher have developed several strategies to ensure all our students are supported. We want to ensure we reduce the anxiety, fear and stress of our students. This will include yoga classes weekly for all students, mindfulness practice, deep breathing guidance sessions and utilizing the Mind UP Mental Health Curriculum in Health. Additionally, the teachers and principal will closely monitor all students and if needed will intervene with mental health supports.

Moving to @Home Learning

During the @home learning session from March to June 2020, we learned a lot and it informed how we moved to @home learning in 2020-2021. We received a lot of positive feedback and have also reviewed to make changes to be ready if we need to do this again. The lessons learned will inform how we move to an @home learning model should this be required in the 2021-/2022 academic school year.

Our @home learning plan will include a weekly schedule, a combination of synchronous and asynchronous learning and connection with teachers, peers and principal.

Transitioning to @home learning will depend on the status of the pandemic. The school will make plans to ensure a seamless transition for staff and students. We will be given guidance on the move by public health authorities and will communicate with families. The board of directors is closely monitoring the situation and will use local data and rates of transmission to make decisions for the safety of the school. The major risk factor to in-school spread is community spread. The need to move to @home learning will be managed alongside the public health unit.



How You Can Help!



Stay home if you
are ill



Practice good hygiene



Masking



Follow our plan &
public health advice

14.5 B Procedures/Practices for returning to school after extended COVID-19 closure, revised August 2021

Introduction

Braemar House School takes the safety of its students and staff seriously. The following is a set of guidelines and best practices to keep everyone safe when we return to school, including good personal hygiene (increased hand washing and sanitizing in between washing), cleaning/sanitation and continued physical distancing.

At Braemar, the home-school partnership is important and valued. **The support of families is integral to the success of these measures.** *Parents are to read, understand and support these practices.* At school, we will inform the students of the changes, educate in age-appropriate ways and work together to create new habits. Parents play a key role in reinforcing health and safety practices at home and adhering to these procedures/practices.

Overarching Strategy

In the following pages, we outline the key areas that have been addressed and adjusted and the measures in place to reduce the risk of transmission of COVID-19. It is important to remember that this is a layered approach and doesn't rely on only one measures, but multiple measures for safety.

The overall strategies include:

- Enhanced Health and Safety strategies, including:
 - Ventilation and air quality management
 - Masking
 - Continued physical distancing, including hallways, eliminating clutter and crowding, including drop off and pick-up procedures
 - Increased hand hygiene and respiratory etiquette
 - Cleaning and sanitizing
- Small class sizes and cohorting classes
- Utilizing outdoor spaces as much as possible
- Following our revised Student Sickness Policy. Parents will be a part of the screening process at home daily. In addition, we will continue with our daily screening upon arrival and monitoring of symptoms throughout the day. As well, following a strict policy for staying at home when not well

ENHANCED HEALTH AND SAFETY STRATEGIES

Education for staff and students will happen at the beginning of the school year and throughout. Staff will be trained at the August staff meeting, and information will be sent home to families before school and throughout year – with the school's policies and information from the Brant County Health Unit (BCHU). In addition, hand-washing stickers are located in the bathrooms, posters in the hall and on the hand sanitizer units.

Ventilation and Air Quality Management

Ventilation and air quality are key components. Adequately ventilated classrooms are associated with less transmission compared with poorly ventilated settings. Open windows and improved airflow ventilation are important. At Braemar, all of our classrooms have windows that open and we have purchased Surgically Clean Air units (medical-grade air purifiers) for each of our classrooms and two main office spaces. Air exchange and cleaning are key, and the impact of these strategies will be checked using CO2 monitors.

Measures Implemented:

- All HVAC units in each classroom were fully cleaned and serviced again in this summer in July
- Air filters will continue to be changed monthly. We use the highest MERV rating filters the units allow
- HVAC service provider increased the fresh air exchange rate
- When possible, will have windows open in classrooms for fresh air
- Keep areas near HVAC inlets and outlets clear
- Monthly, the Surgically Clean Air units are dusted and checked. Filters will be changed per the manufacturer's specification
- Have a CO2 monitor and will periodically measure CO2 levels (recommend to keep less than 600ppm)
- HVAC systems are on a schedule and run before and after students are in the classroom
- Custodian turns on the Surgically Clean Air machines when he arrives in the morning (5:30AM) and the staff member who is closing turns them off in the evening

Masking

All Braemar students (Montessori through Grade 8) and staff are required to wear properly-fitting masks when entering the school, indoors on school property (including hallways, bathrooms and in class). All school staff will wear medical grade masks.

Students may wear their own non-medical masks. *We highly recommend that families consider graded masks (3-ply) for their children as they offer the strongest protection for both the wearer and those in proximity to the wearer.* Students are encouraged to practice wearing masks and learn what is most comfortable for them. Regular washing of masks is important, and wearing them properly. The support of our families is required. Hand hygiene to be performed before putting on, touching, or removing a mask.

While community transmission rates remain low, outdoor times, like recess, can be used as a break from mask wearing (as we begin the school year masks are not required at recess). Students are encouraged to keep their distance. Of course, if a family wants their child to continue to mask outdoors, that is the family's discretion. We will also work on other safe opportunities for students to take a break and to safely take on and off and temporarily store.

The intention is for all students to wear a mask. Reasonable exceptions on the requirement to wear masks will apply (ex. sensory or breathing difficulties) and will be discussed with the executive director and principal. Major health conditions with medical verification and documentation may be submitted for review. Use of masks will be reviewed on an ongoing basis based on further evidence, pandemic changes and epidemiology.

Continued Physical Distancing

Physical distancing is a strategy to reduce the likelihood of contact that may lead to transmission. Continued physical distancing remains important and these practices are to prevent the close contact of students. We will also ensure the students understand the importance of physical distancing through education.

Drop off and Pick-up Procedures

To continue to physical distance, crowding in the halls will be limited, we will continue with the process created in 20-21. **All pick-up and drop-off of students will happen outside of the school.**

Reminder: during these processes, physical distancing practices must still be followed, outside the school. **We are asking all students, parents and staff to mask during the drop off/pick up process as it will be challenging to maintain strict physical distancing.**

Drop Off Process: 8:35-8:50AM

All students are to be dropped off outside of the school building. Staff personnel are outside and inside the building to assist with this process.

In order to prevent clumping, manage screening and ensure hand sanitization, students will utilize different doors for entering the building:

Grades Montessori through grade 1 - front door

Grades 2 through 4 - gym doors

Grades 5 through 8 - recess doors

Mrs. Krason, Mrs. Pass and Mrs. Faria are an active and visible part of this process and outside daily. Each will be assigned to a door and manage the greeting, screening and sanitizing.

Parents have two choices

A) Curbside - drop off on Baxter Street (facing toward Fairview Drive)

- Parents pull up, and let students out. This is a no waiting zone, it's a pull up, and quickly let the students out. Students walk into the school
- Students in grades 4-8 don't require assistance. Students in grades 4-8 can assist their younger siblings. An older sibling in grade 4-8 can accompany younger students to their door and then head into their entrance
- For younger students (MC-Gr 3), school personnel will assist parents and students and there is a process inside, especially in first few weeks back as we develop a routine. Teachers will be ready by their classroom doors
- If you are walking to school as a family, please follow the above process. For students walking themselves, they are to make their way to the door

B) Parking lot

- If parents want to accompany their students to their door, they may park in the parking lot, walk your child to the door and say goodbye at the door. Staff will be at the door to assist from there

If you are late, from 8:55 AM on, all students enter through the front door. Administrative staff will ensure students enter safely into the building.

Pick-up process: 3:25-3:45PM

- At 3:25 all students start to prep for pick up
 - Students through grade 4 stay in their cohort and get ready, teachers will assist in ensuring no clumping in the hall
 - Grades 5-8, two students at a time change footwear/coat
- As parents arrive to pick up students, they stay in their vehicle in the parking lot or on street
- Mrs. Pass and Mrs. Krason are outside. Mrs. Krason in parking lot and Mrs. Pass on Baxter Street. As they see vehicles, they text Mrs. Faria to send out students
- Mrs. Faria uses PA and asks for those students to come out
 - Teachers dismiss only those students who have been called
- Students old enough to walk home alone, will be dismissed and exit the appropriate door
- Students proceed immediately out their assigned doors and make their way to their vehicles safely
- This continues until all students are picked up
- **All students must be picked up no later than 3:45PM**
- Any student not picked up by 3:45 (and who have not arranged to be in after care) will wait outside supervised by a staff member

Hallways

- Visual markers on the floor create one-way flow of traffic and students are to keep a distance in the halls
- Each student is assigned a hook in the hall. This space is for outerwear and shoes only
- All buckets will be removed. Upper shelves are for indoor shoe storage only (with the exception of Montessori and Prep One for storage of spare clothing in a sealed bag)
- To prevent overflow in the hallways and bunching, **no extras are to be brought to school (ex. stuffed animals, toys etc.)** *Parent assistance is especially important in this instance*

Classrooms

- Our small student class sizes aid in physical distancing
- Student desks will be spaced out in the classroom to give space around each desk. Desks will face the same direction
- Other furniture in the room will be limited, to ensure that there is space for the desks to be spread out and students to have space around them

Hand Hygiene

Good hand hygiene is an effective way to stop the spread of viruses. The following practices will be part of our daily routine.

- Students, staff and visitors will sanitize their hands when they enter the school and again when they enter their classroom
- Washing hands often with soap and water for at least 20 seconds and extra handwashing is key
- Students will wash their hands with soap and water before snacks and meals. A schedule will be developed to rotate students in and out of bathroom at key times
- Students may be dismissed from class to use the washroom independently, only 1 student from each class at a time
- Students will be encouraged to sanitize their hands between hand washing, and in between 'tasks'. Hands free hand sanitizer dispensers are located in each classroom
- Handwashing posters are located in bathrooms, posters in the hall, and signs on hand sanitizer units

Respiratory (Cough/Sneeze) Etiquette

- Coughing and sneezing spreads droplets and spreads the virus. Students and staff are to cough and sneeze into their sleeve to reduce dispersion of droplets.
- All classrooms are supplied with tissues and no-touch garbage cans.

Cleaning and Sanitizing

Maintaining a healthy environment is important to minimizing the spread of germs. The cleaning products used by the school have been identified as effective in cleaning and disinfecting. The school has created an enhanced cleaning schedule and added custodian hours. Bathrooms and high-touch areas (Ex. student desks/chairs, microwave door/panel, water cooler handles, doorknobs) to be sanitized the required minimum of twice a day, and with disinfecting wipes in between. The school has also invested in a fogging machine which is both highly effective and efficient for and used in high-traffic industries and fogging is done daily.

Student water bottles to go home daily for sanitization. Bottles are filled from water cooler.

In classrooms, as much as possible, students will have their own items. For shared objects, we will limit this, but if necessary, they will be cleaned in between use (ex. Montessori and Prep One will handle this differently).

Utilizing Outdoor Space

At Braemar, we have a lovely property and teachers took advantage of this in 20-21 our outside spaces when possible. This will continue in 21-22. We have one outdoor classroom space, as well as the outdoor food garden with pergola and benches. In addition, we have lots of outdoor space to utilize and teachers used this space creatively throughout the year.

Small Class Sizes and Cohorting

At Braemar, our small class sizes assist with the health and safety protocols. Individual classes will be cohorted together for a majority of the day for 'contact tracing purposes. This will limit the number of student-to-student contacts. As much as possible, we will minimize the number of adults with each cohort (there will be a consistent and traceable prep schedule).

Vaccinations

Vaccination is an important tool to help stop the spread of COVID-19. Thus far we have worked with our local public health unit to encourage all members of our school community who are eligible for vaccination to do so, including students and staff. We will continue to do so, and will continue to update our policies in regards to vaccinations.

Revised outbreak management information has been added to our plan and we will continue to update as the health unit revises their strategies. We will continue to monitor this and communicate accordingly.

Per Ontario's contact management guidelines, vaccinated student do not have to self isolate if they live with a sick household member. If your child is vaccinated and would like your child to be exempt from isolation requirements, please contact the executive director with details of your child's vaccination status.

Programming

Recess

NEW for 21-22, we will pair two cohorts at recess in order to provide more socialization for the students. We know that larger social groups are important for children. We heard from many families that this was a challenging area for many students last year. By safely cohorting it will allow for more social connections, a larger play group base and play opportunities with more options. We will use these cohorted groups when other programming opportunities allow.

Class Pairings:

Montessori and Prep One

Grades 1/2, 3/4, 5/6 and 7/8

We will keep our paired class cohorts together in 5 separate zones. These zones will be larger than the zones last year. The principal will establish zones and also work with students to discuss ideas and activities for play.

Class pairs can play together, however, students are reminded to keep their distance. Pairs are to stay in their cohort and no interaction between cohort pairs. Outdoor transmission is known to be lower than indoor transmission. **This was reversed in September 2021, due to the positive student case. For now, we are holding with single cohorts at recess and will review in the future.**

Assemblies

We are excited to return to in person assemblies once a month! In order to keep in line with capacity limits in Stage 3, and to provide for more physical space, we will do assemblies in two sessions. First group – MC, P1, 1, 2 and 3 and then for Grades 4, 5, 6, 7 and 8. Now that we know we are able to return to assemblies, we will flush out how we will do this. As well, work with our custodian to ensure there is space between students and class groups.

Adults in the School

In 20-21 we limited adults in the building, and it continues to be best practice to continue to limit adults in children's spaces. Essential visits (ex. fire marshal) will continue. **However, we have a process to monitor visitors to the school.** Visitors are screened, wear a medical mask while inside the school and will be noted in our visitor log for ease of contact tracing should that be required, we track in the building where they go. We know that special guests, guest instructors and volunteers are an important part of our school programming and culture. We are exploring how we can safely do this and best practices.

Parent-Teacher Connections/Meetings

The home-school partnership remains a top priority for Braemar. With COVID-19 related changes, in person contact between teachers and parents will be limited. In the manila envelope parents will find the annual communication form on which they will indicate a preferred method to connect with teacher(s). Please ensure that is completed and current. While we encourage more telephone and video connections with parents, please continue to work together to ensure communication with the school remains strong. This remains important for our students and school. We can also safely meet outside.

Montessori and Prep One

Due to the young age of these students and developmental stage, we have developed a set of protocols specifically for this age group based on information from emergency daycare procedures and feedback from our teachers. These protocols include:

- Frequent handwashing and hand sanitation between washing. Both rooms have in-room handwashing stations. This will include education, reminders, information to families and building habits/routines
- Tables and activities will be sanitized regularly throughout the day. Shared activities will be sanitized between each use. A sanitation station will be set up in each classroom for students to place items that need to be cleaned
- Plexi-glass desk dividers will be used as a visual for students to stay in their space. Smaller tables will be used and students will be limited to 2 per table as opposed to 4
- Learning carpets and sitting squares on the floor will be used as a visual for student to stay in their learning space. One student will be allowed per learning carpet to help maintain social distance. Both will be cleaned
- Outdoor spaces will be used as much as possible

NEW FOR 2021-2022!

Arts Programming

At Braemar, our arts programming is very important to us. We will do visual arts again in the first term. We will be exploring returning to music in a safe way later in the year. With the exception of the recorder (a wind instrument), all the instruments our students learn are COVID-19 safe.

While the Government has said yes to singing, we know there have been outbreaks associated with singing in a group. Singing aerosolizes respiratory droplets more than talking and creates ideal conditions for viral spread. At this time we will not resume choir or group singing activities. We hope to revisit this decision in the winter term as the dynamics of COVID-19 change.

Physical Education

We will continue to do this outside as much as possible. We will continue with not changing into uniforms. We will have gym with bubbled classes to provide more social opportunities and larger teams. We will keep Montessori and prep one separate due to their age and stage. We will return to lower risk sports, especially those we can do outside ex. soccer and cross country.

Sports

We know the importance of sports for many of our students. As a start we will return to sports teams and will start with soccer and cross country which are outside in the fall. As well, ball hockey and outdoor track and field in the spring. As these happen outdoors, we are comfortable with this. We will explore how to do this safely with other schools as well, as we know inter school competition is important. We will continue to monitor and reassess during the school year.

Clubs

YES! We will work with the teachers to develop a club schedule. We will do this outside, or in safer indoor spaces, ex. gym. Clubs that we will look at first – garden club, origami, and chess. We will use our class pairs as a natural way to start to return to clubs. Student Council will resume with a new structure. The Executive Positions will be Grade 7 and 8 students only. Each class will hold the election for a Class Rep. The Council will meet in one of two safe locations; the outside classroom or the gym.

Field Trips

YES! We are excited to return to field trips. Again, we will use our class pairs. Masking, distancing and hygiene protocols will be in place. Field trip sites will be chosen based on health and safety consideration first and foremost, for ex. outdoor visits to farms. Students will attend field trips in their class bubbles and will travel on well-ventilated busses and will be required to mask.

Events

It is our intention to gather and we will continue to monitor local transmission to find appropriate times and venues to do so. Watch for details on other events throughout the year.

Tuck Shop

We will continue with procedure established in the 20-21 school year. One class manages it, one class called down at a time.

SCREENING AND SICKNESS POLICY

Students and staff are only to come to school when they are well, and follow our Student Sickness Policy, COVID-19 version. Parents will be a part of the screening process by completing a daily self-check of themselves and their child(ren) before coming to school. In addition, we will continue with our monitoring upon arrival and monitoring of symptoms throughout the day. Students and staff will follow a strict policy for staying at home when not well.

REFERENCE – Student Sickness Policy and Screening Form

TRAVEL ABROAD

Per the Government of Canada's stipulations, unvaccinated students, teachers and family members who have traveled outside Canada must isolate and thus are prohibited from entering the school until they have completed 14 days of self-isolation. At time of writing, the Canadian Government does not require fully vaccinated individuals to self-isolate following international travel.

BEFORE CARE AND AFTER CARE

Due to the need for continued physical distancing and other health and safety measures including cohorting, we are continuing to ask that only students that REQUIRE this service utilize before and after care. We know this is an important service for some of our families, and will continue to offer it. If you can manage without it, we ask for your assistance during this time.

Families requiring before or after care are asked to register for this program in advance.

Students in these programs would be a part of two cohorts. Attendance records will be kept and readily available for public health for contact tracing purposes.

Before and after care will occur in the gym. Depending on the numbers in attendance, students may be able to use the space for safe physical play (ex. shooting hoops, jumping rope, bouncing balls, dancing). However, games that require bunching will not be allowed.

Desks will be provided that can be spaced apart. Students can play lego, colour, read, do homework. On occasion, school friendly movies may be permitted.

To limit unnecessary interactions with before and aftercare supervisors, snacks **will not be** provided by the school and must be provided by home. Before any snacks, students are to wash their hands.

Before Care

- Students will arrive through the front door. They will be screened and checked in
- Students will remain in the gym, until it is time to go to their classroom

After Care

- Any students confirmed to be in after care wait until Mrs. Faria calls them to the gym over the PA
- Registered aftercare students bring their backpacks, jackets to the gym. They should have already changed their shoes to go home in. Backpacks are lined up on bench on the side of the gym. Space in between each backpack/jacket
- When parents arrive to pick up children in after care, they call the main school number 519-753-2929 and ask for their child to be sent to the parking lot. School personnel then go to gym and ask child to get their belongings and go out the gym door. Staff will watch as students connect with their parent. No parents enter the building

OTHER ...

New Admissions

As we did last school year, in order to maintain the health and safety of the school, we will handle mid-school year admissions as follows. Admissions will be treated as a summer admission, and we will not do observation days, but a probationary contract will be issued. We will tour the family via Zoom, meet the child via Zoom, review report cards and speak to the principal. If we recommend the student for Admission, they will receive a probationary contract. Before entering the school the student will self-isolate for 10 days or provide a negative COVID test.

First Aid

When first aid is required for a student or staff, it will be difficult to maintain the proper physical distance. In this case, the person attending to the student will wear a gown, gloves, a mask and eye protection. All PPE will be provided with the first aid supplies. Kits have been created for these occasions.

First aid will be administered by one person and those will be the only people in the area. All materials to be disposed of safely in the first aid garbage container and hands thoroughly washed after.

Main Office (Administration Office)

This is a small space and two strategies will be utilized. First, limit access to this space and if a student needs to come in or be looked after, we can utilize masks (see First Aid). If a student needs to call home, Mrs. Faria will make the call for the student. Staff need to maintain physical distance.

Visual markers are on the floor as a reminder to stop people gathering in the space. A drop box will be placed in the vestibule for families to drop off things for the office. Families will be encouraged to call or email the school.

Morning Announcements We will resume with the grade seven and eight students doing the morning announcements daily. The students will be scheduled individually to do the announcements each day.

Cash Handling – there has been a real movement to getting away from using cash. We will work with our bookkeeper and families, to move toward cheques and e-transfers as much as we can. If cash is to be used, it will be done cautiously, using gloves and sanitizing the surface and disposing of the items.

Renting the School – we will explore the use of school after hours.

Updated:
November 3, 2021

14.25 STUDENT SICKNESS POLICY – UPDATED NOVEMBER 2021

BACKGROUND

At Braemar House School, the health and safety of our students and staff is of the utmost concern. To maintain the health and well-being of students and staff, the home-school partnership is **critical**. When students do not feel well, it impacts their ability to learn and can have an impact on the classroom. It is important they stay home to ensure they return to health, and to avoid spreading illness to other students and staff.

During the school day, we do our best to ensure students are taking care of their personal hygiene while at school. This includes: frequent hand washing and sanitization between washing; cough and sneeze etiquette; don't touch their face; don't share water bottles, food or other personal items (including hats to limit the spread of Head Lice).

TERMINOLOGY

Suspected Case: A suspected case is one who has symptoms suggestive of a particular disease, but who has **not** had a positive test, screen or known exposure

Exposure: This is a case who has a known exposure to a particular disease but who does not have symptoms

Probable Case: A probable case is one who has symptoms of a particular disease and who either has a positive screen (i.e. an irregular x-ray) or a known exposure

Confirmed Case: A confirmed case is one who has received a positive test (i.e. a PCR test) for a particular disease

REFERENCE TO RELATED POLICIES

14.5 PANDEMIC PREPAREDNESS POLICY

14.5 B Procedures/Practices for returning to school after extended COVID-19 closures, revised Nov 2021

14.23 IMMUNIZATIONS, VACCINATIONS AND REPORTABLE DISEASES POLICY

Parent/Guardian COVID-19 Screening Agreement

GENERAL POLICY

Regardless of vaccination status, symptomatic students **are required to undergo either a Rapid Antigen Test (RAT) or PCR COVID test depending on the nature of the symptoms. Rapid Antigen Tests are rapid, self-administered tests that can be performed at home and provide results within about 15 minutes. PCR tests are typically performed at a testing centre and provide results within 24 - 48 hours.** The RATs are a screen not a diagnostic test. They provide a reasonable indication of whether someone is infectious at the time of testing. A PCR test is a diagnostic tool used to confirm the presence of the SARS-COV2 virus.

If students test negative, they are permitted to return to school provided they are fever free and symptoms have improved for at least 24 hours. The exception to this is gastrointestinal (GI) (nausea, diarrhea or vomiting). For these symptoms, students must be symptom free for 48 hours.

COVID-19 SPECIFIC POLICY

With the COVID-19 pandemic, protocols for this specific virus need to be followed. We will follow the contact tracing and outbreak management documents supplied by the Ministry of Health and Brant County Health Unit (BCHU).

See Supporting Documents:

Testing Flow Chart

KNOW THE SYMPTOMS

COVID-19 Screening

FAQ for Symptomatic Children & Family Members

How to self-monitor

How to self-isolate

To stop the spread of COVID-19, there are strict health and safety protocols. See attached Parent/Guardian COVID-19 Screening Agreement.

Children who are ill must NOT come to school. Unvaccinated children are NOT permitted to come to school if a member of their household has COVID-19 symptoms. Children who have been fully vaccinated, may attend school even if a family member is symptomatic.

Children are not allowed to attend school if they are experiencing **any** of the following signs or symptoms:

- A temperature at or above 37.8 degrees Celsius (100 degrees Fahrenheit)
- New or worsening cough or shortness of breath
- Unexplained lethargy (lack of energy)
- Sore throat
- Headache
- Diarrhea
- Pink eye (conjunctivitis)
- Unexplained myalgia (muscle aches)
- Abdominal Pain/Nausea/Vomiting
- Fever and Chills
- Runny nose without other known cause
- Rash (in children)
- Nasal congestion without other known cause

Children experiencing any of the above symptoms are not permitted to attend school, *unless they have a documented underlying condition which accounts for these symptoms*. Students with an underlying chronic condition must provide documentation from their health care provider that describes the student's pre-existing or chronic symptoms (for example a diagnostic note), or a note from their physician clearing them to go to school.

If a child has these symptoms, unvaccinated siblings must stay home as well. Further, unvaccinated children who have been exposed to a confirmed case of COVID-19 are prohibited from attending school and must follow public health guidelines in terms of isolation.

Testing

Rapid Antigen Testing:

Children experiencing one of the following symptoms may obtain a Rapid Antigen Test: sore throat, stuffy and/or runny nose, conjunctivitis, decrease or lack of appetite, headache, unexplained lethargy (lack of energy), unexplained myalgia (muscle aches).

Rapid Antigen Tests can be supplied by the family, or you can make arrangements with the school to pick one up. Once completed, send a picture of the test result to the school. If the RAT is negative, the student may return to school once symptoms have been improving for 24 hours. If the RAT is positive the student must go for confirmatory PCR testing.

PCR Testing:

Children experiencing any of the following symptoms must obtain a PCR Test: temperature at or above 37.8 degrees Celsius/100 degrees Fahrenheit, chills, cough, shortness of breath, decrease or loss of smell or taste, nausea, vomiting and/or diarrhea. Children should also obtain a PCR Test if they are experiencing more than one of any of the listed symptoms.

Brantford's COVID-19 assessment centre is run by the Brant County Health Unit. Appointments are booked using their online system - <https://www.bchsys.org/en/covid-19-online-scheduling.aspx>. Please use the link for current testing times and locations. Test results are available through an online portal. Please print the portal results and return to the school for re-admittance. At-home PCR tests will be available in mid-November. Once the sample is collected, they are to be dropped off (location TBC) for analysis. More information will follow.

If neither test is obtained, symptomatic children and unvaccinated siblings must self-isolate and not attend school for a period of 10 days

CONTACT TRACING

Braemar House School is prepared if there is an exposure, probable or confirmed case of COVID-19 in our community. Braemar will work closely with the BCHU in the event of a student or staff member having an exposure, probable or confirmed case of COVID-19. This will include:

- Executive Director will advise BCHU of a known exposure, probable or confirmed case of COVID-19
- Braemar will be prepared to share information regarding potentially impacted individuals within the community, including students, staff and family members who may have been in contact with the case
- Information from the BCHU will be shared by the Executive Director (or proxy) with the school community

- Braemar will cooperate with the BCHU in regards to any necessary steps for contact tracing, isolation and testing within the community
- Based on exposures, BCHU will identify risks and mitigation strategies that may include temporarily suspending in-person class for a cohort, during which time students will be supported with @home learning
- This will include a communication out to parents in the immediately impacted cohort and the entire school population.
- Parents will also receive a communication if there is a symptomatic child in their child's class. Classes of unvaccinated siblings will be informed as well. Note: communication to the broader community will take place only in the event of a known exposure, probable or confirmed case of COVID-19

ROLES AND RESPONSIBILITIES

Parents

We require the cooperation of families. If your child is not well, they are to stay home. Please ensure you follow the above guidelines before sending your child back to school.

If your child is sick and will be staying home from school, please report the absence to the main office ASAP and inform the school of the symptoms the child has. This is to allow the school to track illnesses.

School

Students will be monitored throughout the day. If during the school day a student becomes ill, **they will be removed from the classroom to a designated, isolated area of the school. Anyone providing care to the child will wear full PPE (gown, gloves, medical-grade mask and face shield) and keep physical distance as much as possible. Sick children will be asked to wear a medical-grade mask until they are picked up. The isolation area will be cleaned, and the child's classroom as well. The illness incident will be noted and tracked (name, date, symptoms/event and actions taken). Parents will be notified and must pick up the sick child and siblings as soon as possible.**

Created March 2020, updated July 2020

Approved by the Board of Directors August 11, 2020

Revised by the Board of Directors October 7, 2020

Reviewed and revised by the Board of Directors August 12, 2021

Reviewed and revised by the Board of Directors November 3, 2021

PARENT/GUARDIAN COVID-19 SCREENING AGREEMENT

Under Provincial direction, schools must operate following strict health and safety protocols to prevent the spread of COVID-19 and to ensure the safety of staff, children and their families.

What is COVID-19?

COVID-19 is a new strain of coronavirus that has not been previously seen in humans. The virus can cause symptoms like the common cold but can advance, in some cases, to severe respiratory illness or even death. COVID-19 can be spread from person to person, usually after close contact with someone infected with the virus.

Health and Illness Protocol for COVID-19

Children who are ill should not attend school.

Unvaccinated children should not attend school if any member of their household is ill with COVID-19 symptoms.

To manage the risk of spreading illness, cleaning/sanitation protocols are in place and personal hygiene practices including frequent hand washing. As well, daily active screening of all individuals arriving at the school has been instituted.

ALL CHILDREN AND PARENTS/GUARDIANS must be screened **DAILY UPON ARRIVAL**. Temperature checks are required for children entering the school. Temperatures will only be required for parents/guardians if there is an extenuating circumstance that requires them to enter the school. In addition to daily active screening, all children will be monitored throughout the day for emerging signs or symptoms of illness.

The COVID-19 screening results, including contact information, collected by the school during the screening process, may be provided to the Brant County Health Unit, to help manage and reduce the risk of spreading the COVID-19 virus.

Children are not allowed to attend school if they are experiencing **any** of the following signs or symptoms:

- A temperature at or above 37.8 degrees Celsius (100 degrees Fahrenheit)
- New or worsening cough or shortness of breath
- Unexplained lethargy (lack of energy)
- Sore throat
- Headache
- Diarrhea
- Pink eye
- Unexplained myalgia (muscle aches)
- Abdominal Pain/Nausea/Vomiting
- (conjunctivitis)
- Decrease or loss of sense of taste or smell
- Fever and Chills
- Runny nose without other known cause
- Rash (in children)
- Nasal congestion without other known cause

If your child(ren) experiences **any** of the signs or symptoms listed above while at school, staff will contact you or one of your emergency contacts to pick up your child(ren) **immediately**. While your child(ren) waits for you or your designate to arrive, s/he will be separated from the other children.

Any unvaccinated family member experiencing symptoms should be tested for COVID-19 before the family can return to school. Children with symptoms must not attend school and self-isolate for 10 days after the onset of symptoms OR provide a negative COVID-19 test. This exclusion will also apply to children exposed to a confirmed case of COVID-19 or to an unvaccinated symptomatic person(s), regardless if they themselves are symptomatic.

To protect the health of all individuals at the school, staff will support the arrival and pick up routine for families. Upon arrival, once a child(ren) has completed the screening and been deemed able to enter the school, child(ren) will go to their classroom. Pick-up and drop-off of child(ren) will occur outside the school unless it is determined that there is a need for a parent/guardian to enter the setting.

As a Parent/Guardian responsible for my child(ren)'s schooling, I agree to the following:

- ☐ I have read and understood the above information;
- ☐ I understand the risk of illness associated with placing my child(ren) in school;
- ☐ I agree to all screening requirements and to accurately respond to all screening questions, including the reporting of temperatures daily for all persons entering the centre. Misrepresentation on any screening questions, including temperatures or masking fevers with medication could result in the termination of my enrollment contract;
- ☐ I will not administer any medication to my child(ren) that may mask the symptoms of illness, such as Tylenol or Advil, prior to dropping my child(ren) off at school;
- ☐ I agree to keep **all** of my unvaccinated children home from school **immediately** upon observing **any** of the above signs or symptoms of illness in any unvaccinated family member until medically deemed able to return to care; and
- ☐ I consent to providing copies of any of my child(ren)'s COVID-19 test results to the school.

Parent Name:

Parent Signature:

Date:

COVID-19 Screening

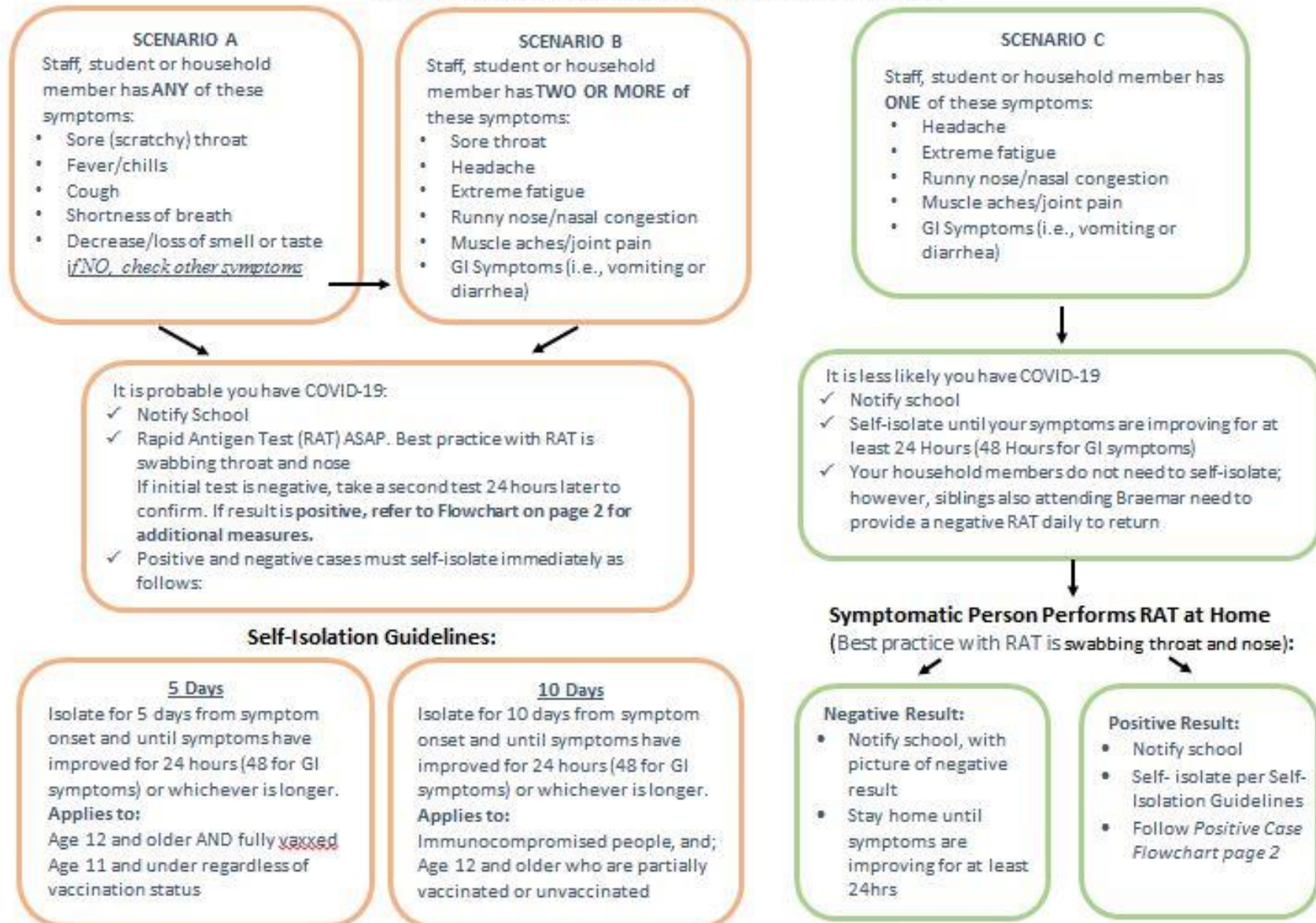
Notice with Respect to the Collection, Use and Disclosure of Personal Health Information

The information pertaining to your COVID-19 Screening is being collected, used and disclosed under the authority of the *Health Protection and Promotion Act R.S.O. 1990 c.H.7* and will be retained, used, disclosed and disposed of in accordance with all applicable municipal, federal and provincial laws and regulations governing the collection, use, disclosure and disposal of information including the *Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 c.M.5* and the *Personal Health Information Protection Act 2004 S.O. 2004 c.3*.

This information will be used by Brant County Public Health to investigate the occurrence of COVID-19 in Brantford/Brant County, provide case management, follow-up with close contacts to assess the risk to others, program planning and evaluation. If you test positive for COVID-19, your result may be disclosed to your child care provider to reduce the risk of spreading the virus in a school setting. Any questions, regarding this collection, use or disclosure may be directed to the Medical Officer of Health, Brant County Health Unit.

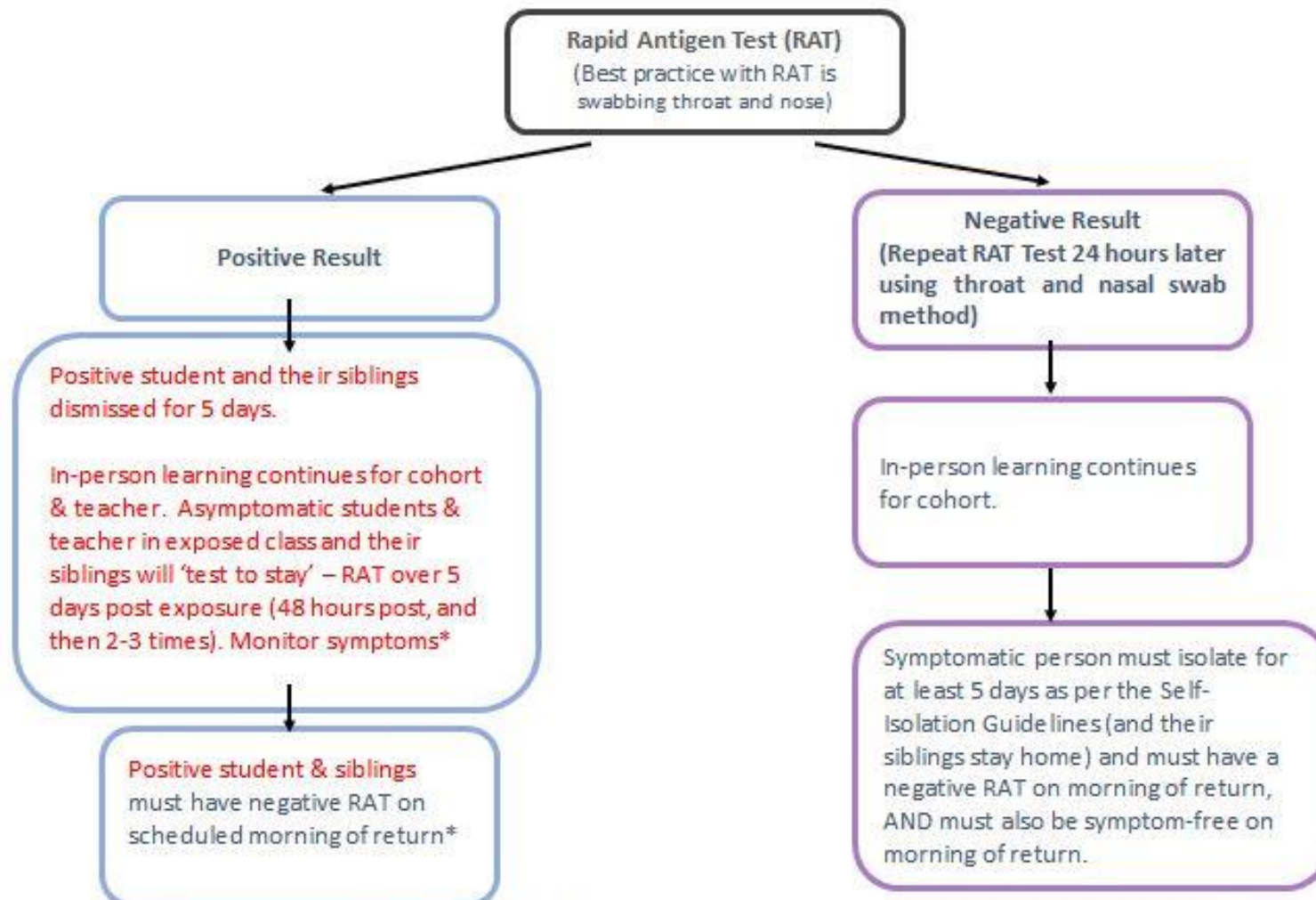
Symptom, Testing and Response: Symptom Flowchart

Key message: if you are sick, even with mild symptoms, stay home!



Symptom, Testing and Response: Testing and Response Flowchart **updated Feb 23, 2022**

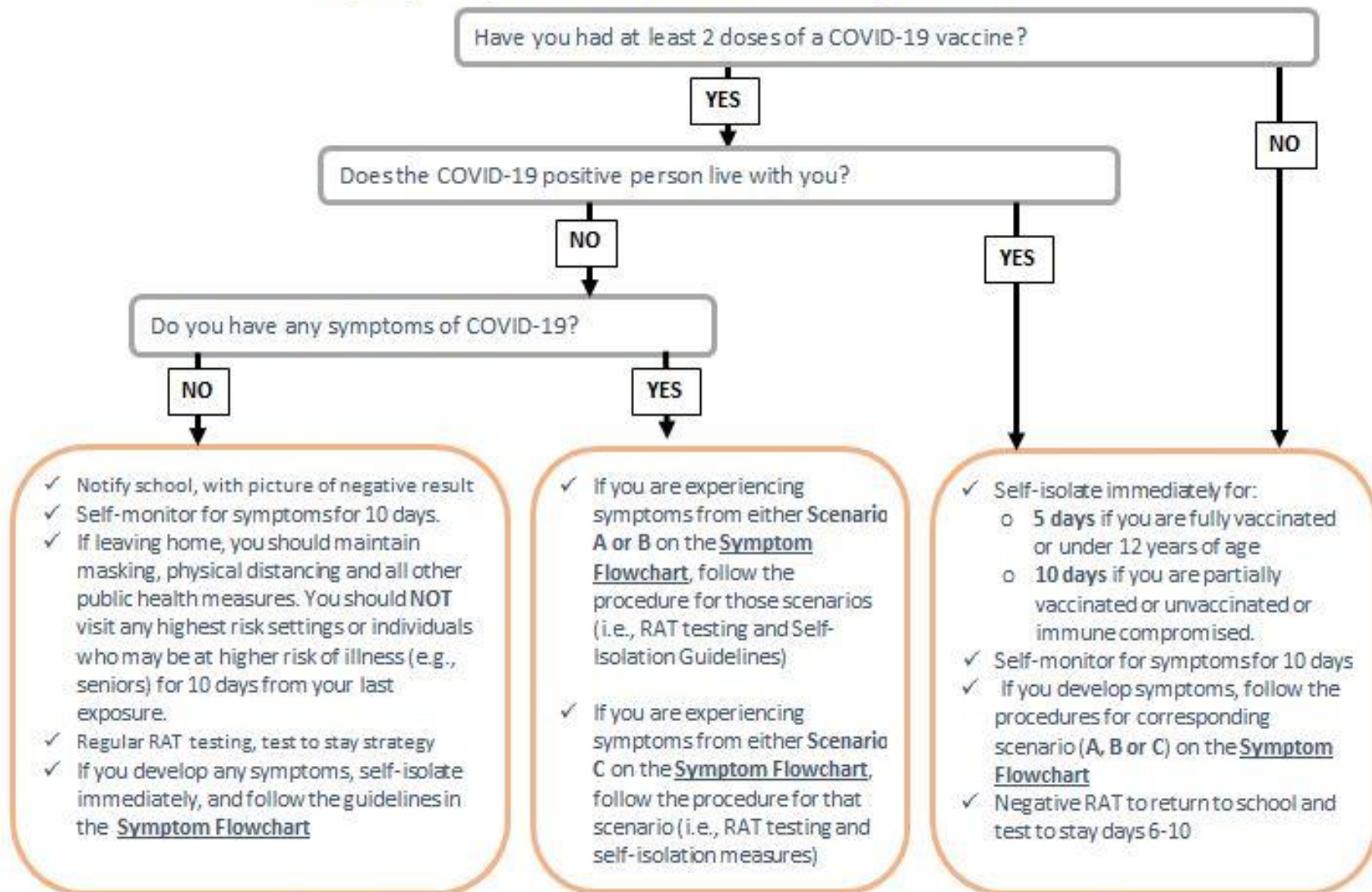
Key message: if you are sick, even with mild symptoms, stay home!



*If a student(s) develops symptoms and is **negative**, the protocol continues for that individual. If they are **positive**, we will need to assess their return to school, following positive result flowchart.

You've been exposed to someone in the community (i.e. not in school) who has tested positive for COVID-19 on PCR, rapid molecular, or rapid antigen test. *Now what?*

Report your exposure to the school and follow the protocol below.



*Highest risk settings include hospitals, Long-Term Care, retirement homes, health care workers providing care to immunocompromised, congregate living settings
Note: In the context of Omicron, individuals who are previously positive in the last 90 days and not fully vaccinated are not considered equivalent to fully vaccinated.

KNOW THE SYMPTOMS

Some people may experience mild or no physical symptoms. Symptoms can take up to 14 days after exposure to COVID-19 to appear, and include:

- Fever and chills
- Cough
- Difficulty breathing
- Sore throat, trouble swallowing
- Runny nose
- Loss of taste or smell
- Not feeling well
- Nausea, vomiting, diarrhea

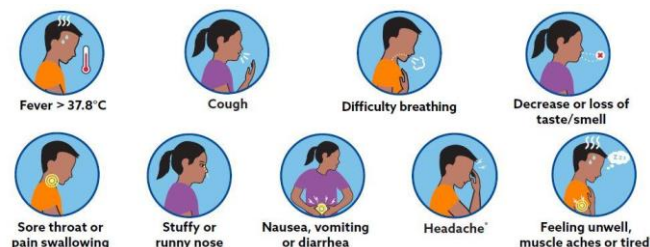
If you are having difficulty breathing, call 911.

Symptoms may be different, depending on age. Children and older adults with COVID-19, may also have non-specifics symptoms, such as:

- Rash
- Pink eye
- Disorientation, confusion
- Sleeping more than usual or muscle aches
- Dizziness, weakness or falls
- Chills, headaches

Rarely, children can get an inflammatory condition that impacts the blood vessels, called vasculitis. It can present with prolonged fever, abdominal pain, red eyes, nausea, vomiting, diarrhea, and rash. It needs medical attention.

For others, there is a higher risk for severe illness, including people over the age of 60, and those with weakened immunity or underlying health conditions.





COVID-19 Screening

Please complete before entering the child care/day camp/school setting.

Updated July 19, 2021

1. Does the child/student have any of the following new or worsening symptoms?



Fever $> 37.8^{\circ}\text{C}$



Cough



Difficulty breathing



Decrease or loss of taste/smell



Sore throat or pain swallowing



Stuffy or runny nose



Nausea, vomiting or diarrhea



Headache*



Feeling unwell, muscle aches or tired*

Children/students who have an existing health condition identified by a health care provider that gives them the symptoms should not answer "Yes," unless the symptom is new, different or getting worse.

*If the child/student is 12+ years old and has a mild headache, tiredness, sore muscles or joints within 48 hours after getting a COVID-19 vaccine, they should select "No" and wear a fitted mask when at child care/day camp/school. If symptoms last longer than 48 hours or worsen select "Yes."

If "YES" to any symptoms: Stay home & self-isolate + get tested or contact a health care provider

2. Does anyone in your household have one or more of the above symptoms and/or are waiting for test results after experiencing symptoms? Yes ☐ No ☐

- If the child/student is fully vaccinated**, select "No."
- If the household member's mild headache, tiredness, sore muscles or joints occurred within 48 hours after getting a COVID-19 vaccine, select "No". If their symptoms last longer than 48 hours or worsen, select "Yes."

3. In the last 10 days, has the child/student tested positive on a rapid antigen test or a home-based self-testing kit? Yes ☐ No ☐

- If the child/student has since tested negative on a lab-based PCR test, select "No."

4. Has the student/child been notified as a close contact of someone with COVID-19 or been told to stay home and self-isolate? Yes ☐ No ☐

- If the child/student is 12 years of age and older and fully vaccinated** with a COVID-19 vaccine and have not been advised to self-isolate by public health, select "No."

5. In the last 14 days, has the child/student travelled outside of Canada AND been advised to quarantine per the [federal quarantine requirements](#)? Yes ☐ No ☐

If "YES" to questions 2, 3, 4 or 5: Stay home + follow Toronto Public Health advice

**Fully vaccinated is defined as an individual 14 days after receiving their second dose of a two-dose COVID-19 vaccine series or a single dose of a one-dose COVID-19 vaccine series.

TORONTO.CA/COVID19

TORONTO Public Health

FAQ for Symptomatic Children & Family Members



My child is Symptomatic

Is the child fully immunized or previously positive?



Child **cannot** come to school.
Either test or self isolate for 10 days. Return to school with a negative test result. Symptoms need to be improving for 24 hours; GI symptoms resolved for 48 hours

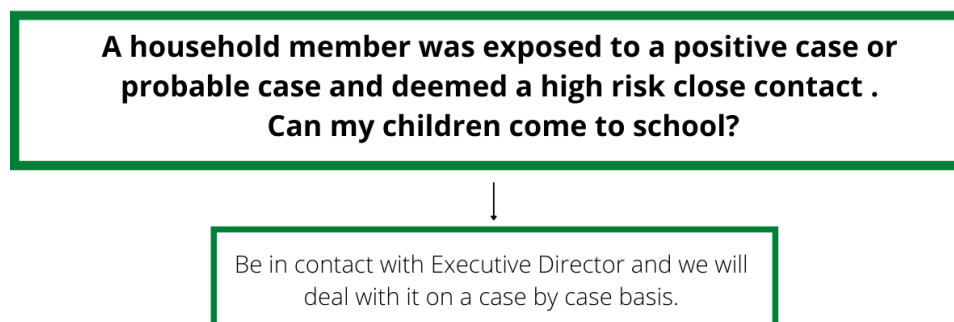
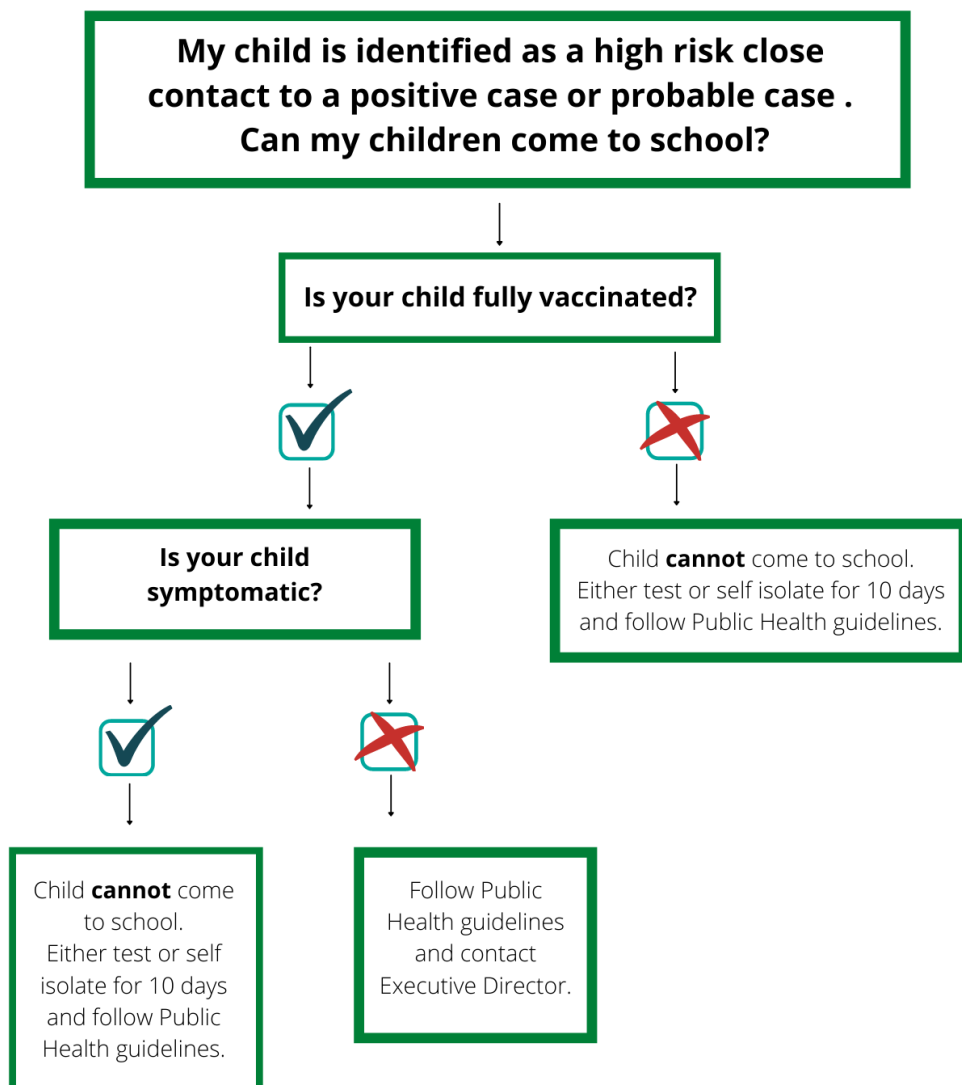
Can my asymptomatic child come to school if there is a household member (ex. sibling) who is symptomatic?

Is the child fully immunized or previously positive?



Child can come to school

Child **cannot** come to school.
Either test the symptomatic individual or self isolate for 10 days



Note: Because of the evolving situation, as we receive updated information we will update and send to families.

Coronavirus Disease 2019 (COVID-19) How to Self-Monitor

Follow the advice that you have received from your health care provider.
If you have questions, or you start to feel worse, contact your health care provider,
Telehealth (1-866-797-0000) or your public health unit.

Monitor for symptoms for 14 days after exposure



Fever



Cough



Difficulty breathing

Avoid public spaces

- Avoid crowded public spaces and places where you cannot easily separate yourself from others (a minimum of two metres) if you become ill.
- If you are unable to maintain a two metre distance, wear a non-medical mask or face covering to protect others from your potentially infectious droplets.

What to do if you develop these or any other symptoms

- Self-isolate immediately and contact your public health unit and your health care provider.
- To self-isolate you will need:
 - Instructions on [how to self-isolate](#)
 - Soap, water and/or alcohol-based hand sanitizer to clean your hands
- When you visit your health care provider, avoid using public transportation such as subways, taxis and shared rides. If unavoidable, wear a mask and keep a two metre distance from others or use the back seat if in a car.

Learn about the virus

COVID-19 is a new virus. It spreads by respiratory droplets of an infected person to others with whom they have close contact such as people who live in the same household or provide care. You can also access up to date information on COVID-19 on the Ontario Ministry of Health's website: ontario.ca/coronavirus.

For more information please contact: _____

The information in this document is current as of July 31, 2020

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Coronavirus Disease 2019 (COVID-19)

How to Self-Isolate

You must isolate yourself from others if you have COVID-19 symptoms or may have been exposed to COVID-19. If you start to feel worse, contact your health care provider or Telehealth (1-866-797-0000).

Stay home

- Do not go to work, school or other public places.
- Stay home unless you need to get tested or require emergency medical care.
- Do not use public transportation, taxis or rideshares.



Avoid contact with others

- No visitors unless essential (e.g., care providers)
- Stay away from seniors and people with chronic medical conditions (e.g., diabetes, lung problems, immune deficiency).
- As much as possible, stay in a separate room away from other people in your home and use a separate bathroom if you have one.
- Make sure that shared rooms have good airflow (e.g., open windows).
- If these steps are not possible, keep a distance of at least 2 metres from others at all times.



Keep your distance

- If you are in a room with other people, keep a distance of at least 2 metres and wear a mask or face covering that covers your nose and mouth.
- People should wear a mask when they are in the same room as you.



Wash your hands

- Wash your hands often with soap and water.
- Dry your hands with a paper towel or with cloth towel that no one else will share.
- Use an alcohol-based hand sanitizer if soap and water are not available.



Cover your coughs and sneezes

- Cover your mouth and nose with a tissue when you cough or sneeze.
- Cough or sneeze into your upper sleeve or elbow, not your hand.
- Throw used tissues in a lined wastebasket, and wash your hands.
- Lining the wastebasket with a plastic bag makes waste disposal safer.
- Clean your hands after emptying the wastebasket.



Wear a mask over your nose and mouth

- Wear a mask if you must leave your house to see a health care provider or to get tested for COVID-19.
- Wear a mask when you are within 2 metres of other people, or stay in a separate room.
- If you do not have a mask, maintain 2 metres distance from people and cover your cough and sneezes. See [physical distancing](#).



What should I do if I develop symptoms?

- Complete the [COVID-19 Self-Assessment](#).
- Contact Telehealth (1-866-797-0000) or your health care provider if you have questions.
- Anyone with whom you had close physical contact (e.g., in your household) in the two days before your symptoms started or after symptoms started should also self-isolate. If you have questions about this, follow the advice of your [local public health unit](#).
- Your local public health unit or testing provider will tell you how long you need to self-isolate based on your test results and situation.
- When you stop isolating, you should continue with physical distancing measures and wear a mask when unable to maintain 2 metres distance from people outside your household.
- If you are still unwell at the end of your self-isolation period, contact Telehealth or your health care provider.

Learn about the virus

To learn more and access up-to-date information on COVID-19, visit the Ontario Ministry of Health's website at ontario.ca/coronavirus.

For more information, please contact: _____

The information in this document is current as of October 28, 2020

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