

# GUIDANCE FOR SCHOOL RE-ENTRY – SCENARIO 1

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## Overview

The guidance provided in this document is intended to support school and school authority leaders in the safe launch of in-person classes and to reduce opportunities for transmission of COVID-19 in September 2020 under Scenario 1 of the Re-Entry Plan.

Schools refer to public, separate, francophone, charter schools, independent (private) school authorities, independent (private) Early Childhood Services (ECS), online/distance education programs, and First Nations education authorities, from kindergarten through Grade 12. School-based activities which may be impacted by this guidance include sports, music and field trips into the community or to other schools, care provided outside of regular school hours (e.g., before and after care), professional development/activity days and school break day camps.

This information is relevant to all schools in Alberta including those on reserve, recognizing that First Nation schools on reserve are a federal responsibility. For public health information, COVID-19 questions or for reporting purposes, First Nation schools should contact their local Health Centre or Indigenous Services Canada-First Nations and Inuit Health Branch Environmental Public Health Services (ISC-FNIHB) office (see Appendix A), in accordance with normal practice.

There are measures that school settings in Alberta can take to reduce the risk of transmission of respiratory illnesses, including COVID-19. Such measures include, but are not limited to, hand hygiene, respiratory etiquette, physical distancing, increase frequency of cleaning and disinfecting and having staff and children/students stay home when ill; these are important steps that can support the health and wellbeing of our children/students, staff and community. School authorities, in consultation with their local Medical Officer of Health (MOH), should implement the guidance for schools as applicable to their unique situation.

In addition to the measures listed above, it is required that all staff and visitors, as well as students in grades 4 through 12 wear non-medical face masks while in shared areas of the school outside of the classroom where physical distancing may not be possible, and on school buses. Staff and students do not have to wear masks while seated in the classroom, facing forward, during instruction where there is distance between the staff and students, and maximum possible distance between students' desks (as a principle, 2 metres should be maintained wherever possible). Non-medical face masks for students in kindergarten to grade 3 may be considered, but are not routinely recommended.

Schools/School authorities should establish their own COVID-19 plans prior to reopening schools.

Parents/guardians play an integral role in the screening process for their child's/student's daily involvement in school.

MOHs and their designates are available to support school authorities throughout the province. Their role is to provide guidance on communicable disease risk as well as risk management. If

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you have concerns, need specific guidance, or have questions about how to apply the measures in this document, please contact Environmental Public Health in your Zone for assistance (see Appendix B).

School administrators are expected to follow the guidance provided in the [COVID-19 School Outbreak Resource Guide](#) when working with any students, teachers, staff members or visitors who have symptoms of COVID-19 or who test positive for COVID-19. This guidance outlines the specific roles and responsibilities of school administrators, Alberta Health Services (AHS) and Alberta Health, as well as provides templates for the school administrators to use when notifying parents/guardians of COVID-19 cases at the school.

Any school authority/school connected to a confirmed or probable case of COVID-19 will be contacted by Alberta Health Services (AHS). Public health measures for outbreak management are at the discretion of the Zone Medical Officer of Health (MOH); decisions on the need for alternate instructional delivery (e.g., at-home learning) will be made by Government in conjunction with local officials.

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## COVID-19 Risk Mitigation

<b>General Building Safety</b>	<ul style="list-style-type: none"><li>• A thorough cleaning of school facilities must be completed prior to re-entry.</li><li>• Many school buildings have had reduced or no water flow through the plumbing water system during the pandemic, leading to the stagnation of water in the pipes. Prior to the launch of summer school, the physical setting should be checked to ensure fresh water replaces the stagnant water in the water lines. Guidance on flushing water systems can be accessed <a href="#">here</a>.</li><li>• HVAC systems should be checked and maintained in accordance with manufacturer operational guidelines. Please refer to the <a href="#">general relaunch</a> guidance for additional information on building ventilation.</li><li>• Open windows when possible and if weather permits.</li><li>• Area rugs and soft furnishings that cannot be easily cleaned and disinfected should be removed.</li><li>• Schools must develop procedures that outline hand hygiene and cleaning requirements for schools and should address:<ul style="list-style-type: none"><li>○ Hand sanitizer containing at least 60% alcohol is recommended as there is evidence that supports effectiveness against COVID-19. Hand sanitizer can help reduce the risk of infection by, or the spread of microorganisms when hand washing is not possible. If parents have questions about their child using alcohol-based hand sanitizer they should contact their school administration to discuss potential alternatives.</li><li>○ A supply of hand sanitizer will be distributed to all school authorities. The volume of hand sanitizer that will be provided to an individual school authority will be based on student population.</li><li>○ Place hand sanitizer in entrances, exits and near high touch equipment such as microwave ovens and vending machines and other high traffic areas.</li><li>○ High contact surfaces (including water fountains);</li><li>○ Washrooms;</li><li>○ Shared equipment;</li><li>○ Auxiliary spaces and common rooms; and</li><li>○ Other areas that may apply.</li></ul></li><li>• Increased frequency of cleaning and disinfection of high-touch areas and equipment (e.g., desks, doorknobs, handrails, microwave ovens, vending machines, etc.) inside and outside classrooms.<ul style="list-style-type: none"><li>○ Disinfectants used must have a Drug Information Number (DIN) with a virucidal claim. Alternatively, 1000 ppm bleach solution can be used.</li><li>○ Make sure to follow the instructions on the product label to disinfect effectively.</li></ul></li></ul>
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	<ul style="list-style-type: none"> <li>○ More information on cleaning and disinfection can be accessed in the <a href="#">General relaunch guidance</a>. Further recommendations are available in the <a href="#">AHS COVID-19 public health recommendations for environmental cleaning of public facilities</a>.</li> <li>● Students and staff are required to perform hand hygiene when entering and exiting the school as well as before entering the classroom.</li> <li>● Proper hand hygiene and respiratory etiquette is required and should be regularly promoted among students and staff.</li> <li>● Water fountains can remain open. Mouthpieces of drinking fountains are not a major source of virus transmission and require regular cleaning according to manufacturer recommendations.             <ul style="list-style-type: none"> <li>○ Water fountain knobs and push buttons are considered high-touch surfaces, and should be regularly cleaned and disinfected. Students should be encouraged to fill water bottles rather than having them drink directly from the mouthpiece of a fountain.</li> </ul> </li> <li>● Additional Alberta Health Services resources:             <ul style="list-style-type: none"> <li>○ AHS Infections Prevention &amp; Control <a href="#">posters</a></li> <li>○ Hand Washing Posters (AHS)                 <ul style="list-style-type: none"> <li>▪ <a href="#">Poster 1</a></li> <li>▪ <a href="#">Poster 2</a></li> </ul> </li> <li>○ How to Hand Wash (AHS) <a href="#">poster</a></li> <li>○ How to use alcohol-based hand rub/sanitizer (AHS) <a href="#">poster</a>.</li> </ul> </li> </ul>
<p><b>Screening</b></p>	<ul style="list-style-type: none"> <li>● Before leaving home, staff, children/students, visitors, and volunteers who will access the school for work or education, must self-screen for symptoms each day that they enter the school using the <a href="#">Alberta Health Daily Checklist</a>.</li> <li>● Parents and children/students must be provided a copy of the screening tool upon school registration with the expectation that it needs to be completed on a daily basis.</li> <li>● Schools must keep records of children’s known pre-existing conditions. If a child develops symptoms that could be caused by either COVID-19 or by a known pre-existing condition (e.g., allergies), the child should be tested at least once for COVID-19 to confirm that it is not the source of their symptoms before entering or returning to school. This will be considered the student’s baseline health. Written confirmation by a physician that a student or staff member’s symptoms are due to a chronic illness is not necessary. Repeat testing is not indicated unless the nature of the symptom changes (e.g., a chronic cough worsens).</li> <li>● Anyone that reports symptoms should be directed to stay home, seek health care advice as appropriate (e.g., call Health Link 811, or their primary health care practitioner, or 911 for emergency response), and fill out the <a href="#">AHS Online Self-Assessment tool</a> to determine if they should be tested.</li> <li>● <a href="#">Signs</a> must be posted reminding persons not to enter if they have COVID-19 symptoms, even if symptoms resemble a mild cold.</li> </ul>

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<p><b>Cohorting</b></p>	<ul style="list-style-type: none"> <li>• The risk of transmission of COVID-19 is reduced by limiting exposure to others.</li> <li>• Contact tracing is also more feasible when groups (cohorts) are maintained. It is recommended, where possible, that students be cohorted by class.</li> <li>• A cohort is defined as a group of students and staff who remain together. The size of the cohort will depend on the physical space of the classroom or learning setting.</li> <li>• Cohorting will decrease the number of close contacts a case of COVID-19 would have in a school and assist public health officials in their efforts to trace contacts and contain an outbreak. For the purposes of contact tracing, consider limiting capacity of rooms to a number that allows for physical distancing (i.e., less students in a smaller room and more students in a larger room).</li> <li>• Typically a cohort in a school will be a class. Students in high school may be in multiple classes and therefore may belong to multiple cohorts.</li> <li>• Cohorting should be maintained during activities outside the classroom, such as recess and lunch breaks. The cohort concept encourages individuals who cannot maintain 2 metre physical distance when in group settings to interact with the same people within their own cohort group. If students from two different cohorts wish to socialize, they should remain 2 meters apart.</li> <li>• Teachers/staff should not be in a cohort with each other, unless it is required for operational purposes (i.e., a teacher and a teacher’s assistant who work with the same classroom cohort).</li> </ul>
<p><b>Physical Distancing</b></p>	<ul style="list-style-type: none"> <li>• Physical distancing (2 metre spacing) is a useful public health measure to help prevent the spread of disease. Increasing the space between persons decreases the risk of transmission. Where 2 metres is not possible between desks, the greatest possible spacing is recommended.             <ul style="list-style-type: none"> <li>○ If 2 metres cannot be arranged between desks/tables, students should be arranged so they are not facing each other (e.g., arranged in rows rather than in small groups of 4 or a semi-circle). This way, if a student coughs or sneezes, they are not likely to cough or sneeze directly on the face of another student.</li> </ul> </li> <li>• In situations where physical distancing is not possible (e.g., on the bus, in classrooms and while participating in some sporting activities), extra emphasis on hand hygiene, respiratory etiquette, not participating when ill and cleaning and disinfecting on a regular basis before and after activities is strongly recommended.</li> <li>• It is still recommended to maintain physical distancing within a cohort whenever possible to minimize the risk for disease transmission (i.e., spacing between desks).</li> </ul>
<p><b>Non-medical face masks</b></p>	<ul style="list-style-type: none"> <li>• <a href="#">Non-medical face masks</a> can play a role in reducing the transmission of COVID-19 in the community when worn properly and hygiene practices</li> </ul>

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are followed, particularly when consistent physical distancing is not possible.

- It is required that all students attending grades 4 through 12, staff members and visitors wear non-medical masks while in indoor shared areas of school, outside the classroom, and on a school bus where they may not be able to maintain the recommended physical distancing requirements. Please see [CMOH Order 33-2020](#) for additional information.
- Non-medical masks are not required while students are seated in the classroom during instruction if following the physical distancing guidance above. If close contact between students, or students and teachers/staff is occurring as a result of classroom activities, non-medical masks should be used for the duration of this activity.
  - Two reusable masks per student/staff will be provided by the Government of Alberta. Additional single-use masks will be available at schools if required.
  - Masking for this group is required in addition to other strategies that mitigate the risk of transmission of COVID-19, such as physical distancing, cohorting where possible, daily screening, hygiene, and enhanced cleaning.
  - There is increasing evidence that older students may be more likely to transmit COVID-19 than younger students, and are at a higher risk of significant disease than younger students.
  - When non-medical face masks are used, hands should be cleaned before and after putting it on and taking it off. Avoid touching the mask once it is on. Masks should be changed after they become wet or soiled.
  - After removing a reusable non-medical face mask that will be re-worn prior to washing, it should be placed into a clean, breathable bag or container (allows for evaporation) for storage. Consider using a bag that can be washed. All masks should have two distinct sides, one side that touches the face and one that faces outwards.
  - Do not reuse masks that are wet or soiled prior to laundering. A wet or soiled mask that requires laundering should be placed into a sealed bag or container where it is stored until it can be taken home and washed.
  - Disposable masks that are damaged or dirty should be discarded into a garbage bin that is lined with a plastic bag.
  - A very small number of individuals may not be able to wear masks due to sensory or health issues. Face shields are not considered to be equivalent to non-medical face masks. It is important to comply with other personal preventative practices such as frequent hand hygiene and physical distancing as much as possible.
  - Additional guidance on non-medical face masks is available [here](#).
- Exceptions to the mask requirement for students in grades 4 through 12, staff and all visitors include:

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- Persons who are unable to place, use or remove a non-medical face mask without assistance;
- Persons unable to wear a non-medical face mask due to a mental or physical concern or limitation;
- Persons consuming food or drink in designated areas;
- Persons engaged in physical exercise;
- Persons seated at a desk or table within a classroom or place where instruction is taking place and where the desks, tables and chairs are arranged in a manner to prevent persons who are seated from facing each other, and to allow the greatest possible distance between seated persons;
- Persons providing or receiving care or assistance where a non-medical face mask would hinder that caregiving or assistance, and
- Persons seeking a mask exception at a school should discuss their request with the school administration. For further information on seeking a mask exception, see [Implementing School Re-Entry Guidance](#).
- Non-medical face masks may be considered but are not routinely required for younger students in grades K through 3. It is recommended that these students instead adhere to the other public health strategies that mitigate the risk of transmission of COVID-19, such as cohorting, hand hygiene and respiratory etiquette to reduce the risk of transmission.
  - Masks are not routinely required for younger students in grades K through 3 due to difficulties with proper fit, compliance, and less virus transmission among younger children.
  - Younger children may not be able to avoid touching their mask, and this could end up increasing the risk of virus transmission more than not wearing a mask at all.
  - Non-medical face masks are encouraged for younger children in the community for brief, casual interactions where physical distancing is not possible or is unpredictable. While these children are usually supervised by parents/guardians who can ensure proper mask use, young children in school settings may not always be under direct supervision and teachers may not be able to consistently monitor mask use in this group.
  - Parents/guardians who are considering non-medical face masks for their child in grades K through 3 should make their choice based on a risk assessment, including the child’s ability to consistently use the non-medical face mask correctly and safely during the day, which may be dependent on various factors such as age, maturity, physical ability and comprehension.
- Individuals wearing non-medical masks may still be considered close contacts if they are exposed to a case of COVID-19.
- School administrators should develop a plan to ensure that students who are hearing impaired or may rely on facial cues are able to communicate with others in areas where non-medical face masks are being worn, or have their educational needs met when teachers are wearing non-medical face masks in the classroom. This may include the use of

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	<p>transparent masks. As with other non-medical face masks, it is important that transparent masks cover the nose and mouth, as well as fit securely against the face.</p> <ul style="list-style-type: none"> <li>• School staff should monitor for and address any discrimination or bullying associated with a student either wearing or not wearing a non-medical face mask.</li> <li>• Parents/guardians should be encouraged to help their children become comfortable with wearing a mask. Masks should not be worn by anyone who is unable to remove the mask without assistance (e.g., due to age, ability or developmental status).</li> <li>• Schools should consult their designated Occupational Health and Safety department for mask-wearing policies and other personal protective equipment policies for their staff.</li> </ul>
<p><b>Expectations for drop-off/pick-up and entry areas at schools</b></p>	<ul style="list-style-type: none"> <li>• Schools should develop procedures for drop-off that support physical distancing where possible between all persons (except household members).</li> <li>• Consider strategies to support physical distancing such as staggering drop-off and pick-up times and locations, or put in place other protocols to limit contact between staff/parents/guardians/children/students as much as possible.</li> </ul>
<p><b>In-person learning</b></p>	<ul style="list-style-type: none"> <li>• Schools should develop procedures and plans for in-person learning that supports physical distancing where possible, and to separate cohorts to the greatest extent possible.</li> <li>• Consider how to best address traffic flow throughout the schools. This may include one-way hallways and designated entrance and exit doors. Note that it is important not to reduce the number of exits and ensure the fire code is adhered to.</li> <li>• If two or more people from different cohorts are required to come within 2 metres of one another for the purposes of instruction, practice or undertaking examinations, additional protections must be instituted such as engineering controls (such as plexiglass barriers or partitions), or administrative controls (adapting the activity to minimize or eliminate close contacts).</li> <li>• For activity planning, staff should ask themselves the following questions to determine the risk of the activities and whether they are allowed to proceed:             <ul style="list-style-type: none"> <li>○ Does the activity involve shared surfaces or objects frequently touched by hands?</li> <li>○ Can an activity be modified to increase opportunities for physical distancing?</li> <li>○ What is the frequency/possibility to clean high touch surfaces (e.g., electronic devices, instruments, equipment, toys)?</li> </ul> </li> <li>• Off-site activities (e.g., field trips) must follow the school guidance, as well as any sector-specific guidance relevant to the location of the field trip, including physical distancing, use of non-medical face masks,</li> </ul>



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cohorting, hand hygiene, respiratory etiquette and enhanced cleaning and disinfection.

- Individual classroom cohorts should be maintained during transportation to and from any external field trip site, as well as at the location of the field trip site.
- Organizations providing off-site activities should comply with the general relaunch guidance and sector-specific guidance, and should implement the same measures in the school guidance.
- An organization or facility should only host one classroom cohort at a time, or should take clear steps to separate multiple groups to ensure they do not use shared areas (e.g., washrooms, lunch rooms, etc.).
- Staff at the off-site activity must maintain physical distancing of at least 2 metres from the students and staff in the classroom cohort.
- Hold activities outdoors as much as possible.
- Organizations providing off-site activities must develop procedures to address staff that become symptomatic during the field trip.
- Schools must develop procedures to address students or staff developing symptoms during the field trip; plans should include a designated area to isolate the ill individual, what extra supplies may be needed (e.g., mask for the child, mask/face shield for the individual attending to the child, etc.), how to notify a parent/guardian and how the ill child will be transported home from the off-site activity.
- In-school field trips may also occur. All visitors to the school are expected to follow the public health measures that are in place for the school.
- Stagger lunch/snack breaks to maintain physical distancing among children/students.
- Singing and playing wind instruments in close proximity to others are considered to be higher-risk activities and should be carefully managed:
  - Organizers of these activities should adhere to the [Guidance for singing and vocal performance](#) and the [Guidance for instrumental music](#).
  - Singers and wind instrument musicians must keep 2 metres away from other performers and individuals at all times.
  - In indoor settings, groups should not sing or play wind instruments for more than 30 minutes at a time, with a 10-minute break afterwards to allow for air exchange in the room.
  - All singers, including students in kindergarten through grade 3, should wear masks when singing indoors.
    - A solo singer or vocalist can perform without a mask if alone in a dedicated space or room (e.g., a constructed acrylic plastic room).
  - Wind instrument musicians should cover the bell of their instrument with thin, tightly woven fabric covers while playing.
  - Karaoke should not occur at this time.

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	<ul style="list-style-type: none"> <li>○ Audiences at performances should be strongly discouraged from singing along.</li> <li>○ Informal singing activities should be avoided.</li> <li>○ Although local authorities may have exceptions for certain children from masking during regular school activities, everyone participating in singing should wear a mask.</li> <li>○ Singing activities should have a leader (such as a teacher or conductor) to ensure guidance and precautions like distancing and masking are consistently followed.</li> <li>○ Performances (e.g., concerts) should adhere to the respective guidance on indoor and outdoor performances.</li> </ul>
<p><b>Expectations for visitors and other service providers entering the school</b></p>	<ul style="list-style-type: none"> <li>● The public is allowed into the school following established protocols.</li> <li>● The public should not enter the school if they are ill.</li> <li>● Parents/guardians can attend the school if they are required.             <ul style="list-style-type: none"> <li>○ When a visitor enters the school they should be asked to use the <a href="#">Alberta Health Daily Checklist</a> before they enter the school.</li> <li>○ If a visitor answers YES to any of the questions, the individual must not be admitted into the school.</li> <li>○ All visitors must wear a mask.</li> </ul> </li> <li>● A record of all visitors should be kept.             <ul style="list-style-type: none"> <li>○ The school should screen service providers, including delivery drivers and independent contractors using the <a href="#">Alberta Health Daily Checklist</a> before they enter the school.</li> <li>○ If a service provider answers YES to any of the questions, the individual must not be admitted into the school.</li> <li>○ In the case of a delivery driver answering YES, the driver/school will make alternate delivery arrangements.</li> </ul> </li> </ul>
<p><b>Risk mitigation for high traffic areas in school facilities</b></p>	<ul style="list-style-type: none"> <li>● Schools should institute controls to promote physical distancing between all attendees in areas in and outside of the classroom, including hallways, washrooms, and common areas. This may include:             <ul style="list-style-type: none"> <li>○ Staggering start and end-times for classes to avoid crowded hallways.</li> <li>○ Posting signs, using stanchions and marking floors.</li> <li>○ Removing and restaging seating in public areas to prevent gathering.</li> <li>○ Considering limiting bathroom occupancy at any one time.</li> <li>○ Use of non-medical face masks for all staff and students in grade 4-12 in high traffic areas.</li> </ul> </li> </ul>
<p><b>Expectations for shared use equipment</b></p>	<ul style="list-style-type: none"> <li>● Use of shared items or equipment is to be avoided where possible.</li> <li>● Equipment that must be shared should be cleaned and disinfected after each use.</li> <li>● Students and staff are required to perform hand hygiene before and after using shared equipment.</li> <li>● Arrangements for storage of personal items should be made.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Children/students should be provided with an area for storing personal items.</li> </ul>
<p><b>Auxiliary Spaces</b></p>	<ul style="list-style-type: none"> <li>• Gymnasiums can be used to deliver physical education programming.             <ul style="list-style-type: none"> <li>○ When possible physical education should be done outside instead of inside as the risk of transmission is more likely to occur indoors rather than outdoors. Follow the <a href="#">Guidance for sport, physical activity and recreation</a>.</li> <li>○ For physical education classes, administrators and teachers should, where possible, choose activities or sports that support physical distancing (e.g., badminton over wrestling).</li> <li>○ For extra-curricular school sports that involve or require multiple participants/players and where it is not possible to maintain a physical distance of 2 metres from other participants/players, the individuals in the group should form a <a href="#">cohort</a>. It is recommended that individuals limit the number of cohorts/mini-leagues they belong to.</li> <li>○ Individual schools/school boards or organizations may have policies that set limits on the number of extra-curricular activity cohorts that participants belong to.</li> <li>○ Sport cohorts should be maintained during transportation to and from any external site. Combining cohorts for the purpose of transportation is not recommended (e.g., two teams sharing the same bus).</li> <li>○ For additional information on sports, please refer to the <a href="#">Guidance for sport, physical activity and recreation</a>.</li> </ul> </li> <li>• Consider using auxiliary space such as gyms and libraries to deliver education program to aid in physical distancing.</li> <li>• Equipment that is shared should be cleaned and disinfected before and after each use, or users should perform hand hygiene before and after each use.</li> <li>• School assemblies or other large gatherings (e.g., concerts or dances) must be avoided. Virtual options should be offered instead of in person gatherings.</li> </ul>
<p><b>Food Services</b></p>	<ul style="list-style-type: none"> <li>• Activities that involve the sharing of individual food items between students or staff should not occur (e.g., pot luck).             <ul style="list-style-type: none"> <li>○ Classes that teach food preparation may occur as long as students follow general precautions, such as ensuring hand hygiene, respiratory etiquette, wearing non-medical face masks, maintaining 2 metres physical distancing and avoiding handling common or shared serving utensils or cookware.</li> <li>○ Any food prepared during a class that teaches food preparation should be served by a designated person. Students should follow physical distancing measures while eating and during food preparation.</li> </ul> </li> <li>• For classroom meals and snacks:</li> </ul>

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	<ul style="list-style-type: none"> <li>○ No self-serve or family-style meal service. Instead, switch to pre-packaged meals or meals served by designated staff.</li> <li>○ Food provided by the family should be stored with the student’s belongings.</li> <li>○ Close off the food preparation areas that could be accessed by students/children, non-designated staff, or essential visitors.</li> <li>○ Ensure that food-handling staff practice meticulous hand hygiene and are excluded from work if they are symptomatic.</li> <li>○ Students/children should practice physical distancing while eating.</li> <li>○ There should be no common food items (e.g., salt and pepper shakers, ketchup).</li> <li>○ Utensils should be used to serve food items (not fingers).</li> <li>○ If a school is using a common lunchroom and when possible staggering lunch times, ensure that all surfaces of the tables and chairs (including the underneath edge of the chair seat) are cleaned and disinfected after each use.</li> <li>● Food service program (e.g., Cafeteria) establishments should follow the Alberta Health restaurant guidance posted <a href="#">here</a>.             <ul style="list-style-type: none"> <li>○ Use alternate processes to reduce the numbers of people dining together at one time.</li> <li>○ Remove/rearrange dining tables to maintain physical distancing.</li> <li>○ Place tape or other markings on floors to maintain a physical distancing of 2 metres.</li> <li>○ Stagger meal service times to reduce the numbers of people present at any one time.</li> <li>○ Adapt other areas to serve as additional dining space to increase spacing among persons in the same room.</li> <li>○ Do not use buffets. Instead, switch to pre-packaged meals or meals served by staff.</li> <li>○ Dispense cutlery, napkins and other items to students/children, rather than allowing them to pick up their own items.</li> </ul> </li> </ul>
<p><b>Responding to Illness</b></p>	<ul style="list-style-type: none"> <li>● Staff members, parents, and children/students should not enter the school if they have symptoms of COVID-19.</li> <li>● Schools should develop procedures to address staff that become symptomatic during the school day to allow that staff member to isolate/leave the school for the time recommended by the Chief Medical Officer of Health and Alberta Health Services. The staff member should be encouraged to access COVID-19 testing by accessing the <a href="#">AHS Online Testing tool</a>.</li> <li>● If a child/student develops symptoms while at the school, the child/student should be asked to wear a non-medical mask if they are able to, and be isolated in a separate room. The parent/guardian should be notified to come and pick up the student immediately. If a separate room is not available, the child/student should be kept at least 2 metres away from other children/students. The student should be encouraged to access COVID-19 testing by accessing the <a href="#">AHS Online Testing tool</a>.</li> </ul>

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- If the child/student requires close contact and care, staff can continue to care for the child/student until the parent is able to pick up the child/student. The student and staff must wear a mask and close interactions with the student that may result in contact with the student’s respiratory secretions should be avoided. If very close contact is required and the child is young the staff member should also use a face shield or eye protection
- School staff will receive one reusable face shield for their use in the school, to be used at the discretion of the individual staff member. Plastic shields can help reduce exposure by protecting eyes, nose and mouth of the wearer from splashes and sprays of bodily fluids from other people. As face shields are not equivalent to masks, a mask must still be worn while wearing a face shield. Plastic shields should be cleaned after each use. Follow the manufacturer’s instructions for cleaning and disinfection.
- Staff/students must wash their hands before donning a mask, before and after removing the mask (as per [Alberta Health mask guidance](#)), and before and after touching any items used by the child/student.
- All items the student touched/used while isolated must be cleaned and disinfected as soon as the child/student has been picked up. Out of an abundance of caution, items that cannot be cleaned and disinfected (e.g., paper, books, cardboard puzzles) should be removed from the classroom and stored in a sealed container for a minimum of 72 hours.
- Each school will receive two contactless thermometers to assist with managing student and staff health. Thermometer use will be at the discretion of the school authority.
- Schools must keep records of a student’s known pre-existing conditions. If a student develops symptoms in or outside of the program that could be caused by COVID-19 or by a known pre-existing condition (e.g., allergies), the student should be tested for COVID-19 at least once to confirm that it is not the source of their symptoms before entering or returning to the school. Written confirmation by a physician that a student or staff member’s symptoms are due to a chronic illness is not necessary.
- Please see [Appendix D](#) for management of individuals who are symptomatic and/or tested for COVID-19, as well as management of their close contacts.
- Individuals with any of the following symptoms; cough, fever, shortness of breath, runny nose or sore throat (not related to a pre-existing illness or health condition) are legally required to [isolate](#) as follows:
  - If the individual does not get tested, they are legally required to isolate for a minimum of 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer;
  - If the individual tests positive for COVID-19, they are legally required to isolate for a minimum of 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer;

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	<ul style="list-style-type: none"> <li>○ If the individual tests negative for COVID-19 but has a known exposure to COVID-19, they are still legally required to be in quarantine for 14 days from the exposure date, or</li> <li>○ If the individual tests negative for COVID-19 and has no known exposure to COVID-19, they are not legally required to isolate. However, it is important they stay home until symptoms resolve.</li> <li>● Individuals with any other <a href="#">symptoms</a> of illness not listed above should stay home and minimize contact with others until symptoms resolve. These individuals should get tested for COVID-19. If the test is positive for COVID-19, they are legally required to isolate for a minimum of 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer.</li> <li>● If a positive COVID-19 case is identified in the school population, Alberta Health Services Public Health will notify the superintendent who will assist in contacting the school administration. For additional information on COVID-19 in school settings, please refer to the <a href="#">COVID-19 School Outbreak Resource Guide</a>.</li> <li>● Proof of a negative COVID-19 test result is not necessary for a student, teacher or staff member to return to school.</li> <li>● If school authorities and/or school administrations have questions regarding COVID-19 planning, prevention and response, or have concerns about high rates of absenteeism due to illness, please refer to <a href="#">Appendix C</a> for information on the AHS Coordinated Early Identification and Response Team for Schools.</li> </ul>
<p><b>Student Transportation</b></p>	<ul style="list-style-type: none"> <li>● Parents and children/students should not be in the pick-up area or enter the bus if they have symptoms of COVID-19.</li> <li>● The driver should be provided with a protective zone, which may include:             <ul style="list-style-type: none"> <li>○ 2 metre physical distance;</li> <li>○ Physical barrier;</li> <li>○ Non-medical face mask; or</li> <li>○ Other.</li> </ul> </li> <li>● Students should be assigned seats and a record of this seating plan should be kept in order to assist with contact tracing in the case of a student being a case of COVID-19. Students who live in the same household should be seated together.</li> <li>● Non-medical face masks are required for students in grades 4 through 12.</li> <li>● Non-medical face masks may be considered for students in grades K through 3, however they are not routinely recommended.</li> <li>● Schools should develop procedures for student loading, unloading and transfers that support physical distancing of 2 metres between all persons (except household members), when possible and may include:             <ul style="list-style-type: none"> <li>○ Children/students start loading from the back seats to the front of bus.</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ Where feasible, limit the number of students per bench unless from the same household.</li> <li>○ Students from the same household may share seats.</li> <li>○ Students start unloading from the front seats to the back of bus.</li> <li>○ If there are students from two schools on the same bus, it is recommended to keep students from each school separated by 2 metres if possible.</li> <li>● A child who becomes symptomatic during the bus trip should be provided a mask if they are not already wearing one. The driver will contact the school to make the appropriate arrangements to pick up the child/student (see Responding to Illness above).</li> <li>● Bus cleaning and records:             <ul style="list-style-type: none"> <li>○ Increase frequency of cleaning and disinfection of high-touch surfaces, such as door handles, window areas, rails, steering wheel, mobile devices and GPS prior to each run.</li> <li>○ It is recommended that vehicle cleaning logs be kept.</li> </ul> </li> </ul>
<p><b>Work Experience and other Learning Experiences</b></p>	<ul style="list-style-type: none"> <li>● Work experience may resume as long as the risk of infection is mitigated for all participants.</li> <li>● If the work experience placement is in a workplace, the child/student is expected to follow health rules set out by the workplace which should comply with the <a href="#">Workplace Guidance for Business Owners</a>.</li> <li>● The time that individuals are in close contact should be kept to a minimum.</li> <li>● Use of shared items or equipment should be avoided. Equipment that must be shared should be cleaned and disinfected before and after each use, AND users should perform hand hygiene before and after each use.</li> <li>● Sports practices and outdoor activities may proceed in accordance with <a href="#">sector specific guidance</a>.</li> <li>● For more guidance on sport, physical activity and recreation, refer to the <a href="#">Guidance for Sport, Physical Activity and Recreation</a>.</li> </ul>
<p><b>International Students/Programs</b></p>	<ul style="list-style-type: none"> <li>● Once Canada lifts travel restrictions and non-essential international travel resumes, international travel programs and international education programs in Alberta can resume if quarantine requirements and <a href="#">public health orders</a> are followed.</li> </ul>

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## Appendix A: Indigenous Services Canada – First Nations and Inuit Health Branch ENVIRONMENTAL PUBLIC HEALTH SERVICES Contacts

ISC-First Nations and Inuit Health Branch Environmental Public Health Services	REGULAR BUSINESS HOURS 8:00 am – 4:00 pm	
	Edmonton Office	Environmental Public Health
Tsuut'ina Office	Environmental Public Health	403-299-3939





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## Appendix B: AHS Zone Environmental Public Health Contacts

Portal link: <https://ephisahs.albertahealthservices.ca/create-case/>

ZONE	CONTACT EMAIL ADDRESS	PHONE NUMBERS FOR MAIN OFFICE
Calgary Zone	<a href="mailto:calgaryzone.environmentalhealth@ahs.ca">calgaryzone.environmentalhealth@ahs.ca</a>	Calgary 403-943-2288
Central Zone	<a href="mailto:centralzone.environmentalhealth@ahs.ca">centralzone.environmentalhealth@ahs.ca</a>	Red Deer 403-356-6366
Edmonton Zone	<a href="mailto:edmontonzone.environmentalhealth@ahs.ca">edmontonzone.environmentalhealth@ahs.ca</a>	Edmonton 780-735-1800
North Zone	<a href="mailto:northzone.environmentalhealth@ahs.ca">northzone.environmentalhealth@ahs.ca</a>	Grande Prairie 780-513-7517
South Zone	<a href="mailto:she.southzoneeph@ahs.ca">she.southzoneeph@ahs.ca</a>	Lethbridge 403-388-6689

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## Appendix C: AHS Coordinated Early Identification and Response Team for Schools Contact Information

The AHS Coordinated Early Identification and Response team is available to school administrators and school authorities who want to reach AHS for guidance or decision making support. If schools do not have an AHS contact who they are currently working with, or are unsure of who to call, the team can be reached at:

ZONE	CONTACT PHONE NUMBER
All Zones	1-844-343-0971

**Please note:** this phone number is **only to be used by school administrators and school authorities** for guidance or decision making support. This number is not to be distributed to be used by parents/guardians, students or staff. **For individual health advice, parents/guardians, students and staff can be directed to call Health Link at 811.**

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## Appendix D: Management of individuals who are tested for COVID-19

Symptoms	COVID-19 Test Result:	Management of Individual:	Management of Individual's Close Contacts*:
Symptomatic	Positive	Isolate for a minimum 10 days or until symptoms resolve, whichever is longer.	Quarantine for 14 days from last exposure.
	Negative	Stay home until symptoms resolve. <b>Except</b> if identified as a close contact of a confirmed case: <ul style="list-style-type: none"> <li>Quarantine for 14 days since the last exposure (even with a negative result).</li> </ul>	N/A
	Not tested	If symptoms include fever, cough, shortness of breath, sore throat or runny nose: Isolate for a minimum for 10 days or until symptoms resolve, whichever is longer. <b>Except</b> if identified as a close contact of a confirmed case: <ul style="list-style-type: none"> <li>Quarantine for 14 days since the last exposure.</li> </ul>	N/A <b>Except:</b> if symptomatic individual identified as a close contact of a confirmed case <ul style="list-style-type: none"> <li>Close contacts of this individual should quarantine for 14 days from last exposure to this individual.</li> </ul>
		If other symptoms, stay home until symptoms resolve. <b>Except:</b> if identified as a close contact of a confirmed case <ul style="list-style-type: none"> <li>Quarantine for 14 days since the last exposure.</li> </ul>	N/A
Asymptomatic	Positive	Isolate for a minimum of 10 days from the collection date of the swab.	Quarantine for 14 days from last exposure.
	Negative	No isolation required. <b>Except</b> if identified as a close contact of a confirmed case: <ul style="list-style-type: none"> <li>Quarantine for 14 days since the last exposure (even with a negative result).</li> </ul>	N/A

\*Close Contacts:

- Provide direct care for an individual with COVID-19 or who had similar close physical contact OR
- Had close prolonged contact OR
- Had direct contact with infectious body fluids of an individual with COVID-19 (i.e., was coughed or sneezed on).