

## KPU Farm Schools COVID-19 Protocols

Following recommendations from the BC Centre for Disease Control, Canadian Centre for Disease Control, and the USCDC, KPU Farm Schools, including the Richmond Farm Program, Tsawwassen First Nation Farm Program, and facilities on KPU's Richmond campus, will uphold the following protocols to prevent the spread of COVID-19 and other infectious viruses. If there are any updates to public health orders we will revise our protocols accordingly and inform all staff and students.

### Personal Procedures

1. Any student/staff/instructor/farm guest who DO NOT feel well AT ALL, must stay home. No exceptions
2. **All students, specialty instructors, volunteers and incubators** must complete a two-part online self assessment before going to the farm, every time. No exceptions.
  - a. **Part 1** - Complete this BC COVID-19 Self-Assessment Tool online - <https://bc.thrive.health/covid19/en>
  - b. **Part 2** - Complete our KPU form below so that we have record that you have completed the BC COVID-19 Self-Assessment:
    - i. RFS - <https://forms.gle/92k4LH251BaesXSy7>
    - ii. TFNFS - <https://forms.gle/KnYQAHVkgtbAxSdA8>
3. **All KPU employees** must take the KPU health check before going to the farm or campus every time. No exceptions. (KPU employees only need to fill out this form and NOT the two forms above)
  - a. <https://our.kpu.ca/sites/apps/covid19se/SitePages/Home.aspx>
4. Those who fail to take this test before arriving at the farm will be sent home, unless able to complete the form on their phones before entering the premises.
5. To help reduce personal risk of infection all farm staff and farm school students should:
  - Stay 6ft apart at all times.
  - Wear a mask when physical distancing cannot be maintained and refrain from touching the mask.
    - This follows KPU's policy for outdoor classroom settings - "When you are outdoors on campus, please wear a mask unless you can guarantee that you can stay at least six feet away from others at all times."
    - When we are in a more intimate, but still physically distanced, classroom or field teaching setting masks are recommended but not mandatory.
  - Wash hands often with soap and water for at least 20 seconds.
  - If a sink is not available, alcohol based hand rubs (ABHR) can be used to clean hands as long as they are not visibly soiled. If they are visibly soiled, use a wipe and then ABHR to effectively clean them.



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- Not touch their face, eyes, nose or mouth with unwashed hands.
- Cover mouth and nose with disposable tissue or the crease of the elbow when sneezing or coughing.
- Not share food, drinks, utensils, etc.

#### KPU Farm Schools Procedures:

1. KPU Farm Schools will take the following steps to reduce staff and student risk of exposure to Covid-19 when farm school and facilities remain open:
  - Promote hand hygiene by ensuring washrooms remain stocked with soap and offering hand sanitizer at entrances.
  - Increase routine cleaning practices – clean and disinfect frequently touched surfaces.
  - Enforce requisite physical distancing.
  - Create and provide more space for students, employees, and customers to interact by:
    - o Reducing class sizes
    - o Ensure above protocols are implemented and followed
    - o Working remotely when possible, outside of class time.
  - Require and support employees and students to stay home if they are sick, living with a person that is sick or has been exposed to someone who has tested positive.
2. In the case that someone tests positive, or they find out that they tested positive while on the farm, they must go home immediately. No exceptions.
  - a. Farms do not need to shut down
  - b. Health authorities will do contact tracing and issue isolation orders to individuals or groups of people as needed
  - c. For our due diligence when a positive case happens on the farm, staff will do a full sanitization of frequently touched areas and equipment/tools.
  - d. If a workplace has 3+ staff tested positive, the whole place must be shut down for 10 days. Health authorities will provide instructions and we will create a plan for students at this time if this should happen.
3. ISFS Farm School will follow provincial and federal recommendations on cessation of classes and closing of facilities. Protocol will be to close all farms and facilities to students if these measures are recommended by health services or directed by KPU.
  - In order to maintain a functional farm, staff may continue to farm, taking care to avoid large groups of people, strictly adhere to social distancing and sanitation protocols and reducing contact with anyone not at the farm site.



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4. When forced to work from home either due to self isolation or closing of farms and facilities to reduce disease spread, employees will continue to earn a paycheck.
  - Policies and tools will be expanded where possible to enable employees to work from home with appropriate security and network access.
  - Remote work, record keeping, and office farm management tasks etc. will be delegated to them if the staff is physically and mentally healthy to do so.
5. If KPU Farm Schools are forced to close due to protocol, a plan will be implemented at that time based on whether classes have commenced.
6. If an employee or student falls ill, KPU Farm Schools staff will require they vacate the farm and strongly encourages them to self-isolate
  - Self-isolation means:
    - o Avoiding situations where the person could infect other people. This implies all situations where the person may come in contact with others, such as social gatherings, work, school, childcare, athletic events, university, faith-based gatherings, healthcare facilities, grocery stores, restaurants, shopping malls, and all public gatherings.
    - o The person should (where possible) not use public transportation including buses, taxis, or ride sharing.
    - o As much as possible, the person should limit contact with people other than the family members/companions that they travelled with. They should avoid having visitors to their home, but it is okay for friends, family or delivery drivers to drop off food or other necessary provisions.
  - If an employee or student is ill or presenting symptoms, they are to restrict themselves from coming to KPU Farm Schools facilities.
  - Those who are ill are required to avoid the farms/workplace until symptoms have been fully resolved plus 5 days.
7. KPU Farm Schools also highly encourages employees and students to report confirmed cases, either of self or family members, of COVID-19 to management. This will allow for KPU Farm Schools to be able to put in place their support for that employee or student, working remotely, receiving continued pay, and education assistance.
  - Those who have received a positive COVID-19 test are required to avoid the workplace for 14 days and/or until cleared by their healthcare team.
8. Those who are returning from international travel and those who have been exposed are required to avoid the workplace for 14 days, and are encouraged to



self isolate for a period of 14 days as per health authority requirements. Return to work may resume on day 15 if no symptoms are shown.

9. KPU Farm Schools will isolate employees or students diagnosed at work and immediately disinfect objects they've touched. Appropriate healthcare authorities will be alerted of the case allowing for contact tracing and notification of potentially exposed parties if necessary.
10. KPU Farm Schools will log all contact of employees and students with other employees or visitors in case they become symptomatic so that others can be informed of potential exposure.
11. If you have questions about the above protocols you can contact the below KPU health and safety staff in addition to [farmschools@kpu.ca](mailto:farmschools@kpu.ca)
  - a. Pablo Dobud: [pablo.dobud@kpu.ca](mailto:pablo.dobud@kpu.ca)
  - b. Tanya Sehgal: [tanya.sehgal@kpu.ca](mailto:tanya.sehgal@kpu.ca)

**If You Feel Sick:**

- If you feel sick at all, you must complete the self-assessment tool to see if you might have COVID-19 - <https://bc.thrive.health/> before coming into work.
- You must stay home until your symptoms improve.
- If your symptoms do not improve or you think you might have COVID-19 based on the self-assessment tool above, you must self-isolate for a minimum of 10 days.
- Please see this link for guidelines on COVID-19 testing - <http://www.vch.ca/covid-19/covid-19-testing>
- Stay home and do not go to work, school or public places and do not use public transit, taxis or ride shares.
- Do not have visitors to your home.
- Pay attention to your health and how you are feeling. You can call 8-1-1 anytime to talk to a nurse at HealthLinkBC and get advice about how you are feeling and what to do next.



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