

Program/Course Health & Safety Form

Date: 2/3/2021	Campus: Various Elementary, Middle and Secondary Schools Across the Fraser Valley and Lower Mainland
Faculty: Arts	Program: Education Assistant
Date of first group of students on campus school sites: 4/26/2021	Date of first group of students to leave campus school sites: 5/21/2020
Date of second group of students on campus (if needed): Click or tap to enter.	Date of second group of students to leave campus (if needed): Click or tap to enter.
Number of students anticipated on campus and on which days: Approximately 95 at various school sites April 26 – 30 May 3 – 7 May 10 – 14 May 17 - 21 Students complete their practicum placement at a school typically near them geographically. (School sites are not usually confirmed until April.)	Number of employees on campus to support this program and on which days: Advisors visit students 3 times/per student/ month. Most advisors have 15 students in their advisory group, give or take one or two. Instructors Names: Nancy Norman, Cate Tohill, Elizabeth Stuart, Victoria Johnston-Hatch, Nancy He, Sylvia Woodyard
Rationale for why students need to be “on campus” (at school sites): Students require Education Assistant experience to be eligible for employment in local school districts. As such, 2, 1-month practicums are provided. Due to Covid 19, students were not sent out on their first practicum; the April/May session of EDAS 1371 is their final opportunity to practice what they have learned in a real-life setting. As such, it is imperative that students are supported to do their face to face practicum, and, likewise, the advisors be supported to mentor and coach them on site.	
Have you informed the Registrar of the scheduling requirements for this course? Yes/no and when informed? Yes, the EDAS Dept Assistant, Fernando Cilento, submitted the requirements by the deadline for the Spring 2021 schedule.	

PPE requirements for students, faculty, and staff (quantity needed).**Masks.**

Non-medical masks for 7 advisors (instructors) – I will instruct them to make use of KPU's allowance for masks. I would like to offer them the option of purchasing face shields if they would feel more comfortable, since they are mentioned in at least one of the districts' Health and Safety Guidelines (see Surrey Health and Safety Guidelines, p. 14). I am awaiting word from the Dean's office that they will support this purchase. Again, 7 would be needed. Students will purchase their own masks and shields.

Please note that it will be reiterated to advisors and students that shields do not take the place of masks and that masks must be worn at all times.

Has there been consultation with the Faculty OH&S Committee or the instructor? (provide details).

No, my understanding from Diane Purvey is that Arts does not have an OH&S committee.

I have consulted with Diane Purvey, and I have had a conversation with Pablo Dobud to clarify expectations. Specifically, I was concerned about not having the Covid-19 safety plans for each school for this Course Safety Form, since schools are not typically confirmed until relatively close to the start date of practicum. Pablo indicated that as long as we have a plan in place to inform each student and advisor of safety requirements, he doesn't require one for each school. Each school is obligated to follow their district safety plans (which are based on the BC Ministry of Education guidelines and recommendations under the guidance of PHO Dr. Bonnie Henry). Each district and independent school has been consulted via their websites to ensure commitment to following provincial guidelines. These websites are listed at the end of this document.

Students must conduct Covid-19 self-assessment prior to arriving on campus and attending class.

Safety Plan for Employees and students:

Government Agencies and School District Directives. WorkSafe BC, the BC government, the Ministry of Education, Vancouver Coastal and Fraser Health authorities have each released specific guidelines for schools to ensure the maintenance of environments which are as safe as possible for students and staff. They have been consulted in the development of this Course Health Safety form. The recommendations are implemented by the various school districts including independent schools where our EDAS students will be placed. Districts take direction from the Ministry of Education and their local health authority and apply the directives to each school. The safety protocols will be reviewed with the students and staff to ensure that they are clear on the directives.

Districts have evidence that they abide by the directives of the BC Ministry of Education guidelines on their websites. If not clearly laid out on their websites, independent schools will be asked if they abide by the BC Centre for Disease Control [Health and Safety checklist](#) or equivalent as detailed on their website.

If there is a school which appears to not follow the recommendations, that school will be disqualified as a potential practicum site.

Protections relevant to EA students and staff in schools include: remaining within a learning cohort or equivalent (ie. learning resource room); non-medical masks to be correctly worn at all times (as of Feb 4, 2021); face shields in addition to masks can be worn when close contact cannot be minimized as is the case with some K-12 students who have special needs, or as an individual deems necessary for comfort level and risk management; a distance of 2 meters or more when in a space outside of their learning cohort; management of flow of traffic in hallways and public spaces through arrows and posters; staggering start and end of breaks and transitions; reduction in the number of close, face to face interactions; enhanced cleaning and disinfecting rules; additional hand washing and sanitizing stations; bringing own water bottle/food; not sharing food or beverages. Contact tracing is endorsed and carried out by the districts.

If students or advisors have restrictions around wearing a non-medical mask, they are to report this immediately to the practicum coordinator so alternate plans can be made.

Advisors will complete their daily health checks on KPU Sharepoint site [Covid-19 Self Assessment - New Item \(kpu.ca\)](#). Students will complete the school's daily checklist. If students are experiencing symptoms, they are to notify their instructor and school and stay at home. If during the course of the workday students or employees experience symptoms they are to

leave the site immediately, notify the school and their advisor, go home and contact 811 or their health care practitioner.

Students and staff (advisors) will have general Covid 19 Protection education (ministry, Worksafe guidelines) in a pre-practicum safety seminar March 31, 2021. Secondly, as recommended by Worksafe BC, advisors and students will be required to read their particular district’s safety plan prior to going to the site. They will be required to notify the practicum coordinator or their designate in writing that this has been done, likely through the quiz function on the EDAS 1371 Moodle. Finally, they will be oriented to the specific school they will be attending and visiting (the latter in the case of advisors) by school personnel. “Schools must ensure that visitors are aware of health and safety protocols and requirements prior to entering the school” is an example of the wording used by schools/districts.

Have you consulted with Dr. David Florkowski, AVPA before submitting this request?

Dr. Florkowski and Pablo Dobud have both been consulted in the development of this plan, March 2 and February 11, respectively.

Submitted by: Sylvia Woodyard, Instructor and Practicum Coordinator, EDAS 1371

Approved by Provost and VPA:

Dr. Sandy Vanderburgh

Signature:

Date:

Approved by the Office of Health & Safety Name: Pablo Dobud	Signature: Date:
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Insert sketch(es) of classroom arrangement and “flow of students” here.

Not applicable, as discussed.

Each individual school is required to follow their district and/or BC Ministry of Education safety plans.

Specific Government Agencies, School and District Sites Consulted in the Development of this Plan:

Government and Government agencies:

BC Ministry of Education: [COVID-19 safe schools - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/education-training/schools/schoolsafety/COVID-19-safe-schools)

BC Centre for Disease Control: [Parents and Students \(bccdc.ca\)](https://www.bccdc.ca)

BC Centre for Disease Control School Staff Safety: [School Staff \(bccdc.ca\)](https://www.bccdc.ca)

BC Centre for Disease Control Health and Safety Checklist: [Health Safety Checklist.pdf \(bccdc.ca\)](https://www.bccdc.ca)

Updated Covid 19 Provincial Health and Safety Guidelines for K-12 settings, February 23, 2021
[Provincial COVID-19 Health & Safety Guidelines for K-12 Settings \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/education-training/schools/schoolsafety/COVID-19-health-safety-guidelines)

Fraser Health School Resources for Parents and Teachers: [School resources for parents and teachers - Fraser Health Authority](https://www.fraserhealth.ca)

Fraser Health School Safety Guidelines:
https://www.surreyschools.ca/covid19/healthsafety/Documents/FH%20Back%20to%20school_winter%2021_QA.pdf

WorkSafe BC Employee Safety in Schools <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/education>

District and Independent School Plans:

Abbotsford School District [ABBY - Totiltcha - FEB 2021.pdf \(abbyschools.ca\)](#)

Chilliwack School District (safety plan is inaccessible to the public, but they refer to the BCCDC site): [Child Care, Schools & Camps \(bccdc.ca\)](#)

Delta School District Safety Plan <https://www.deltasd.bc.ca/wp-content/uploads/sites/2/2021/03/District-37-COVID-19-SAFETY-PLAN-Stage-2-Updated-February-26-2021.pdf>

Langley School District Safety Plan: [District-COVID-19-Safety-Plan-Update.pdf \(sd35.bc.ca\)](#)

Nicola-Similkameen School district: [School COVID-19 Information \(bccdc.ca\)](#)

Pacific Academy

https://www.pacificacademy.net/sites/default/files/Parent_Pacific_Academy_COVID-19_September_Health_and_Safety_Plan-August_18_2020.pdf

Richmond School District Safety Plan <https://www.sd38.bc.ca/sites/default/files/2020-05/WorkSafe%20BC%20COVID-19%20Safety%20Plan.pdf>

Ridge Meadows District Safety Plan: [School District 42 COVID-19 Updates | Maple Ridge - Pitt Meadows School District 42 \(sd42.ca\)](#)

St. Catherine's Catholic Elementary School: [St.-Catherines-Safety-Plan-Updated-Feb.-2021.pdf](#)

Star of the Sea Catholic Elementary School: [COVID-19 | Star of the Sea School | Surrey, British Columbia](#)

Surrey Christian School: [Feb-2021-Covid19-Safety-Plan.pdf \(surreychristian.com\)](#)

Surrey Schools Safety Plan:

<https://www.surreyschools.ca/covid19/healthsafety/Documents/Surrey%20Health%20and%20Safety%20Guidelines.pdf>

Vancouver School Board Safety Plan: [COVID-19 Safety Plan, Safe Work Instruction, and Protocols \(vsb.bc.ca\)](#)