



Communicable Disease Prevention Plan

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I.0 Introduction

The COVID-19 pandemic impacted, and continues to impact students, staff and families in many ways, with some longer-term impacts of the pandemic yet to be realized. As we enter the 2022-23 our school authorities and Bella Bella Community School will continue to build on their experiences and the advice of public health experts to determine communicable disease prevention plans. Our shared experience highlights the need to continue to be flexible and responsive to changes in transmission trends, as well as provides the opportunity to incorporate our learnings into approaches for sustainable communicable disease prevention moving forward.

The following sections contain guidance and considerations related to key areas of school operations based primarily on the latest available health and safety advice included in the [Public Health Communicable Disease Guidance for K-12 Schools](#), [WorkSafeBC's Communicable disease prevention: A guide for employers](#), and the [Provincial Communicable Disease Guidelines for k-12 School Settings](#). The purpose of this plan is to outline requirements and recommended measures for K-12 school communicable disease prevention plans, including COVID-19 transmission.

The Bella Bella Community School Board, administration, and school staff responsible for the development and promotion of the plan will continue to monitor provincial guidance as the year progresses, making updates to our plan consistent with the latest advice. The plan will be shared and discussed with school personnel and any other relevant staff to ensure our guidelines and standards are applied.

This plan was developed with input from the following bodies:

- Bella Bella Community School Board
- Bella Bella Community School Administration

For questions or feedback relating to this plan, please contact:

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1.1 Guiding Principles

The COVID-19 pandemic impacted, and continues to impact students, staff and families in many ways, with some longer-term impacts of the pandemic yet to be realized. The following principles will continue to guide the K-12 sector throughout the 2022-23 school year:

- Communicable disease prevention measures will continue to be aligned with public health guidance to support student and staff wellness.
- Using an inclusive and trauma-informed lens, with a focus on mental health and wellness.
- Focusing supports to address unique student and staff needs, recognizing the pandemic has impacted individuals and communities differently.
- Consulting and working with First Nations, Métis, and Inuit peoples to address the unique educational and learning needs of their communities.
- Engaging and collaborating with parents/caregivers, staff, unions and community partners to develop local solutions when needed.
- As required by [WorkSafeBC](#), all boards of education, independent school authorities & schools must ensure the health of their workers by ensuring that steps are taken to reduce the risk to workers from communicable diseases.
- The Provincial Health Officer or local Medical Health Officers may issue temporary provincial, regional or local recommendations or orders of additional prevention measures during times of increased communicable disease risk.

1.2 Purpose of this Plan

The purpose of this Communicable Disease Prevention Plan includes:

- Ensuring staff members are aware of protocols and procedures that allow them to safely care for students, colleagues and themselves;
- Informing all staff members on best practices to reduce the risk of infections through the transmission of communicable diseases, including COVID-19; and
- Ensuring all staff members are aware of their responsibility to ensure the health and safety of themselves, other staff and students.

The Bella Bella Community School, as an independent school in BC is required to have communicable disease prevention plans in place. Communicable Disease Plans must also meet workplace requirements as outlined by WorkSafeBC. In the case of any variance between the guidelines in this document and the guidance in the BCCDC's Public Health Communicable Disease Guidance for K-12 Schools, students and staff will follow the guidelines outlined in this document.

Public health may issue temporary provincial or regional recommendations or orders, and/or the Ministry of Education may issue Addendums to this guidance of additional prevention measures during times of increased communicable disease risk. These should be incorporated into communicable disease prevention plans, where applicable. The Ministry of Health and BC Centre for Disease Control (BCCDC) fully respect the authority of individual First Nations to make decisions about the operation of First Nations schools in the best interests of their

students, schools, and communities. This includes their authority to decide if and how to use this guidance to inform planning and if and how to reopen their schools.

1.3 Supportive School Environments

- At BBCS we can be supportive in the school environments for communicable disease prevention by:
 - o Having staff model personal practices (e.g., hand hygiene, respiratory etiquette), and assist younger students as needed.
 - o Sharing reliable information, including from the BC Centre for Disease Control, Office of the Provincial Health Officer, and local health authorities to parents, families and caregivers.
 - o Promoting personal practices in the school (e.g., posters).
 - o Ensuring individual choices for personal practices (e.g., choosing to wear a mask or face covering) are supported and treated with respect, recognizing varying personal comfort levels.
- BBCS will utilize an inclusive and trauma-informed lens in developing their communicable disease prevention plan.
- BBCS will utilize positive and inclusive approaches to supporting personal practices aligned with existing professional practices to address behaviour, approaches should not exclude students from participating in school or potentially result in stigma.
- BBCS will proactively communicate the scope and timeline for changes to their communicable disease prevention plan to their school community when measures are removed or added.

2.0 Communicable Disease Prevention Plan

This communicable disease prevention plan focuses on reducing the risk of transmission of communicable diseases, including covid19. *These include ongoing prevention measures and may include temporary additional measures.* In an effort to provide the most updated information to the community, parents and students of BBCS the most up-to-date document can be found at our website: <https://bellabellacommunityschool.ca/resources>. BBCS is committed to providing information and opportunities to students and others in the school (e.g., parents/caregivers, teacher candidates, volunteers) to ensure all school community members are aware of their responsibilities.

This plan was originally published in November of 2021, with an update in January 2022 and April 2002 (this version). The Bella Bella Community School Board and School Administration regularly review their communicable disease prevention plans. The review process allows us to address areas where there are identified gaps in implementation. All updates in this plan align with the most up to date information from the Government of British Columbia, BC Centre for Disease Control and WorkSafeBC.

As required by WorkSafe BC, independent school authorities must:

- Provide newly hired staff and staff who change worksites with an orientation and any required training on the communicable disease prevention measures for the worksite.
- Inform staff and provide any associated training when there are changes to the communicable disease prevention measures.

These should occur in consultation with the health and safety committee.

2.1 Emergency & Evacuation Drills

Emergency and evacuation planning, and drills should consider communicable disease prevention plans. In the event of an actual emergency, communicable disease prevention measures can be suspended to ensure for a timely, efficient, and safe response.

3.0 Recommendations for Individuals

Health Awareness & Illness Practices

3.1 Vaccines

Vaccines are important tools to protect against many serious communicable diseases. Vaccination protects from serious illness due to COVID-19 and is the most effective way to reduce the impact of COVID-19 on our communities. All COVID-19 vaccines approved for use in Canada protect against serious complications, including from the omicron variant. It is important to get all recommended vaccine doses to get the most effective protection against serious cases of COVID-19. People 6 months and older are eligible for COVID-19 vaccines. More information about COVID-19 vaccines is available from the [BCCDC website](#). Students and staff are also encouraged to ensure they are up to date on [all recommended vaccines for other communicable diseases, including COVID-19 vaccines](#).

Schools are encouraged to share evidence-based information and promote opportunities to be vaccinated in partnership with public health and the local medical health officer. More information on COVID-19 vaccination and the workplace is available on the [Work Safe B.C. website](#).

Evidence-based immunization information and tools for B.C. residents are available from [BCCDC](#) and [ImmunizeBC](#) websites.

See covid19 Vaccination Policy (for Staff) (Appendix A)

3.2 Health Awareness

School administrators should ensure that staff, other adults entering the school, parents, caregivers, and students are aware that they should not come to school if they are sick and unable to participate fully in routine activities. School administrators can support this practice by communicating the importance of everyone doing a health check.

A health check means a person regularly checking to ensure they (or their child) are not experiencing symptoms of illness (including but not limited to [COVID-19 symptoms](#)) that would limit their ability to participate fully in regular activities before coming to school to prevent spread of communicable diseases, such as COVID-19, within the school settings. Schools do not need to monitor students or staff for symptoms of illness.

3.3 What To Do When Sick

Staff, students, or other persons in the school setting who are exhibiting symptoms of illness, such as [COVID-19 or gastrointestinal illness](#), should stay home until they are well enough to participate in regular activities. Staff, children, or other persons can attend school if their

symptoms are consistent with a previously diagnosed health condition (e.g., seasonal allergies) or symptoms have improved enough to where you feel well enough to return to regular activities and any fever has resolved without the use of fever-reducing medication (e.g. acetaminophen, ibuprofen). The [When to Get Tested for COVID-19 resource](#) or the [B.C. Self-Assessment Tool](#) provides more information on whether you should get a test for COVID-19. If you are unsure or concerned about your symptoms, connect with the Bella Bella Medical Clinic or call 8-1-1.

Staff, children, or other persons in the school setting who test positive for COVID-19 should follow the guidance on the [BCCDC website](#) as to how long they should self-isolate. They can return to school when they no longer need to self-isolate as long as symptoms have improved and they are well enough to participate in regular activities. Schools should not require a health care provider note (i.e. a doctor's note) to confirm the health status of any individual, beyond those required to support medical accommodation as per usual practice.

3.4 What To Do When Sick at School/Work

If a staff member, student, or other person develops symptoms of illness at school and is unable to participate in regular activities, they should be supported to go home until their symptoms have improved. Appropriate infection control precautions should be taken while the person is preparing to leave the school premises, including use of appropriate hand hygiene and cleaning/disinfection of surfaces soiled with bodily fluids. They may use a mask if they are experiencing respiratory symptoms.

The designated space for an ill student or staff member to wait if they cannot return home immediately is: the Crystal Room (Mike's office) or the Conference Room.

Consistent with BCCDC recommendations the following steps will be taken in response to illness at school:

- Move the person to a space that is comfortable, safe, and supervised (if necessary). This can be a separate location (e.g., another room, a common space, or outdoors if weather allows), or in the same space (e.g., a classroom) if the person can consistently be 2-metres away from others.
- Contact the student's parent or caregiver to pick them up as soon as possible (if applicable).
- If the ill person requires assistance, where possible, maintain a 2-metre distance. If not possible, staff should wear a mask and/or face shield, if available and tolerated.
- Provide the person with a mask (if available and tolerated) or tissues if they are exhibiting respiratory symptoms (to cover their coughs or sneezes). Masks should not be worn if the person has gastrointestinal symptoms (e.g., is at risk of vomiting). Throw away used tissues as soon as possible and perform hand hygiene.
- Avoid touching the person's body fluids (e.g., mucous, saliva, vomit). If you do, practice hand hygiene.
- Practice hand hygiene after the person has left.
- Maintenance will need to be alerted to clean and disinfect the surfaces in spaces where the person's body fluids may have been in contact while they were ill (e.g., their desk in a classroom, the bathroom stall they used, etc.).

- Staff, students, and parent/caregivers will be encouraged to go to the BCCDC website to find information about what to do when they are sick with covid19 symptoms. They will also be informed about the [BC Self Assessment Tool app](#) and to call 8-1-1, the Bella Bella Hospital at 250-957-2314, or their Community Health Nurse for guidance.

BBCS does not require a health-care provider note (e.g., a doctor's note) to confirm the health status of any individual, *beyond those required to support medical accommodation as per usual practices.*

3.5 Hand Hygiene

Rigorous hand washing with plain soap and water or using an [effective hand sanitizer](#) reduces the spread of illness. Everyone should practice diligent hand hygiene and schools should facilitate regular opportunities for students and staff to wash their hands. To learn about how to perform hand hygiene, please refer to the BCCDC's [hand hygiene poster](#).

Schools should:

- Facilitate regular opportunities for hand hygiene:
 - o This can include using portable hand-washing sites and/or alcohol-based hand sanitizer dispensers containing at least 60% alcohol. BBCS will use commercial hand sanitizer products that have met Health Canada's requirements and are authorized for sale in Canada
- Ensure hand hygiene supplies are always well stocked including soap, paper towels (or air drier) and where appropriate, alcohol-based hand rub with a minimum of 60% alcohol.
- If hands are visibly soiled, alcohol-based hand sanitizer may not be effective at eliminating microbes. Soap and water are preferred when hands are visibly dirty. If it is not available, use an alcohol-based hand wipe followed by alcohol-based hand rub.

3.6 Respiratory Etiquette

Parents and staff can teach and reinforce good respiratory etiquette practices among students, including:

- Cough or sneeze into their elbow or a tissue. Throw away used tissues and immediately perform hand hygiene.
- Refrain from touching their eyes, nose, or mouth with unwashed hands.
- Refrain from sharing any food, drinks, unwashed utensils, cigarettes, or vaping devices.

3.7 Non-Medical Masks and Face Coverings

The decision to wear a mask beyond when it is required by public health is a personal one, based on individual preference. Some students and staff may choose to continue to wear a non-medical mask or face covering throughout the day or for certain activities. The choice of staff and students to choose whether they practice additional personal prevention measures should be respected. Information on non-medical masks is available from [BCCDC](#).

A person's choice should be supported and respected. This should include:

- Promoting the school environment as supportive for wearing masks through mask-specific messaging at assemblies and in announcements, signs, and written communications. Include that some people wear masks to reduce their risk of communicable disease, and it is important to be kind and respectful of other's choices.
- Include evidence-based, trusted information on masks from BCCDC.
- Continued school-wide efforts to create safe and inclusive learning environments, free from discrimination, bullying and harassment.
- Set, communicate and consistently reinforce clear expectations that any bullying or other disrespectful behaviour or conduct related to personal mask use choice is unacceptable. Address behaviour in line with protocols and practices for addressing disrespectful behaviour (e.g., student codes of conduct).

Masks are one layer of protection used to prevent the spread of communicable disease. To be most effective, wearing a mask should be combined with other important protective measures such as getting all the recommended doses of vaccine, staying home when sick, and regularly practicing hand hygiene. Masks are most effective when fitted, worn and handled correctly.

3.8 PPE When Providing Student Services

Staff and those providing services to children with medical complexity, immune suppression, receiving direct or delegated care, or with disabilities and diverse abilities who are in close proximity to a child should follow routine infection control practices and care plans for the child, if applicable.

3.9 Supporting Students With Disabilities/Diverse Abilities and/or Receiving Health Services

Staff and those providing services to students with medical complexity, immune suppression, receiving direct or delegated care, or with disabilities and diverse abilities who are in close proximity to a student should follow routine infection control practices and care plans for the child, if applicable.

Parents and caregivers of children who are considered at higher risk of severe illness due to communicable disease (including COVID-19) are encouraged to consult with their health care provider to determine their child's level of risk. Students are not required to wear a mask or face covering when receiving services, though may continue to base on their or their parent/caregiver's personal choice.

BBCS will continue to have non-medical masks on hand for those who have forgotten theirs but would like to wear one.

3.10 Sharing Food, Beverages & Other Items that Touch the Mouth

Staff and students should be encouraged to not share items that come in contact with the mouth (e.g., food, drinks, unwashed utensils, cigarettes, vaping devices).

Shared-use items that touch the mouth should be cleaned and disinfected between use by different individuals (e.g., water bottles, instrument mouth pieces).

4.0 Recommendations for School Settings

Since the start of the pandemic, schools have implemented enhanced cleaning practices as part of efforts to minimize the spread of communicable disease. This has resulted in new skills and approaches, and a greater appreciation of the role of cleaning and disinfection in supporting student and staff well-being and the enjoyment of school facilities. As schools build on this experience to determine what their ongoing, regular cleaning and disinfection practices will be, they are encouraged to maintain and incorporate enhanced practices whenever feasible, as part of sustainable communicable disease management.

4.1 Cleaning and Disinfection

Regular cleaning and disinfection can help prevent the spread of communicable diseases. Cleaning of frequently touched surfaces should occur in line with regular practices and when visibly dirty.

For cleaning, use water and detergent (e.g., liquid dishwashing soap), or common, commercially available products, along with good cleaning practices. For hard-to-reach areas, use a brush and rinse thoroughly prior to disinfecting.

For disinfection, use common, commercially available disinfectants listed on Health Canada's [hard-surface disinfectants for use against coronavirus \(COVID-19\)](#).

Follow these procedures when cleaning and disinfecting:

- Always wash hands before and after handling shared objects.
 - Items and surfaces that a person has placed in their mouths or that have been in contact with bodily fluids should be cleaned as soon as possible and between uses by different people.
 - A dishwasher can be used to clean and sanitize dishwasher-safe items if the sanitize setting is used with adequately hot water.

4.2 General Cleaning

Regular practices should include general cleaning of the premises.

4.3 Frequently Touched Surfaces

- Cleaning and disinfection of frequently touched surfaces should occur at least once in a 24-hour period and when visibly dirty.
- Frequently touched surfaces are items touched by larger numbers of students and staff. They can include doorknobs, light switches, hand railings, water fountains and toilet handles, as well as shared equipment (e.g., computer keyboards, PE/sports and music equipment), appliances (e.g., microwaves) and service counters (e.g., library circulation desk), and may change from day to day based on utilization.
- Frequently touched items like toys or manipulatives that may not be able to be cleaned often (e.g., fabrics) or at all (e.g., sand, foam, playdough, etc.) can be used. Carpets and rugs (e.g., in Kindergarten 4 and 5 classes) can also be used.

Cleaning and disinfection activities should focus on spaces that have been utilized by staff or students.

4.4 Cleaning & Disinfecting Bodily Fluids

Follow these procedures, in conjunction with school policies, when cleaning and disinfecting bodily fluids (e.g., runny nose, vomit, stool, urine):

- Wear disposable gloves when cleaning blood or body fluids.
- Wash hands before wearing and after removing gloves.
- Follow regular health and safety procedures and regularly used PPE (e.g., gloves, protective or woven sleeves) for blood and bodily fluids (e.g., toileting, spitting, biting).

4.5 Laundry

Schools can use regular laundering practices.

4.6 Gatherings & Events

School extracurricular and social gatherings and events (including those occurring within and between schools), regardless of location, can occur in line with the guidance in this document, as well as any applicable local, regional, or provincial public health recommendations and Orders.

4.7 Space Arrangement

In learning environments, schools can use classroom and learning environment configurations and activities that best meet learner needs and preferred educational approaches.

4.8 Transportation

For school buses, schools can follow normal seating and unloading/offloading practices.

- The Bus used for transporting students will be cleaned and disinfected in line with the cleaning and disinfection practices outlined above.
- The bus drivers and students should be encouraged to practice hand hygiene and respiratory etiquette.
- Bus drivers, teachers and students in Kindergarten to Grade 12 may choose to wear masks or face coverings when they are on the bus.

4.9 Visitors and Community Use of Schools

Schools can follow normal practices for welcoming visitors and the community use of schools.

5.0 GENERAL VENTILATION AND AIR CIRCULATION

4.1 Ventilation and Air Exchange

Continue to ensure all mechanical heating, ventilation and air conditioning (HVAC) systems are designed, operated, and maintained as per standards and specifications for ongoing comfort of workers ([Part 4 of OHS Regulation](#)), and that they are working properly. Open windows when the weather permits if it doesn't impact the functioning of ventilation systems. Taking students outside more often is no longer necessary for communicable disease prevention.

It is important to think of HVAC systems holistically, factoring in both outdoor air supply and filtration. The combination of outdoor air supply and filtration can significantly influence indoor air quality.

Bella Bella Community School will regularly maintain HVAC systems for proper operation. Schools should consider guidance for school ventilation systems offered by ASHRAE. This includes considering:

- Schools with recycled/recirculated air systems should consider upgrading filters to finer grain filters such as MERV 13 (if possible)
- increasing air exchanges by adjusting the HVAC system
- managing air distribution through building automation control systems
- where possible, opening windows if weather permits and HVAC system function will not be negatively impacted

Site-based plans should include provisions for when a school/worksite's ventilation system is temporarily compromised (e.g., partial power outage, ventilation break down).

When using air conditioners and fans in ventilated spaces, air should be moved from high places to lower places instead of blowing air directly from one person's breathing zone to another's. Avoid horizontal cross breezes.

Natural ventilation (operable windows, etc.) and portable HEPA filter units can be considered in regularly occupied classrooms that do not have mechanical ventilation systems.

Use of portable air conditioners and fans in unventilated spaces with doors and windows closed should be avoided, except when necessary (e.g., during high or excessive heat events). Schools are encouraged to use BCCDC resources, including on Heat Event Response Planning and Wildfire Smoke, in planning for excessive heat events, and to consult their local health authority for guidance as needed.

6.0 Curriculum, Programs & Activities

Schools should implement communicable disease prevention practices (e.g., cleaning and disinfecting, hand hygiene, respiratory etiquette) specific to the activity.

6.1 Field Trips

When planning field trips, staff should follow existing policies and procedures as well as the guidance in this document. Schools should consider guidance provided for overnight camps from [BCCDC](#) and the [BC Camps Association](#) when planning overnight trips that include group accommodation.

6.2 Kindergarten Program & Entry

Frequently touched items like toys or manipulatives that may not be able to be cleaned often (e.g., fabrics) or at all (e.g., sand, foam, playdough, etc.) and carpets and rugs (e.g., for circle time activities) can be used.

6.3 Music/Physical & Health Education (PHE) / Outdoor / Food & Culinary / Theatre, Film & Dance / other Shared Equipment Programs

Students should be encouraged to practice proper hand hygiene before and after shared equipment use. Equipment that touches the mouth (e.g., instrument mouth pieces, water bottles, utensils) or has been in contact with bodily fluids should not be shared unless cleaned and

6.4 School Libraries / Learning Commons

Regular book browsing and circulation processes can occur as per routine practice.

6.5 Trades in Training / Work Experience Programs

Students enrolled in individual training/work experience programs should follow the communicable disease prevention plan required by the workplace/facility. Classes (or other similar groupings of students) participating in training/work experience programs together should follow the more stringent measures (if applicable) between the school and the workplace/facility's communicable disease prevention plans.

7.0 Communicable Disease Management

Most communicable diseases experienced by students and staff within school settings can be managed by the individual/family and through routine preventive measures, such as staying home from school until well enough to participate in regular activities. Resources are available to support management of routine communicable diseases, including [HealthLinkBC](#), the [BCCDC Guide to Common Childhood Diseases](#), the [Sneezes and Diseases](#) website, and other school health resources hosted on health authority webpages ([Vancouver Coastal Health](#))

Public health continues to work closely with educational partners to support the health and wellbeing of students and staff in school settings. Public health may become directly involved if certain reportable diseases, such as measles, are identified where there are effective interventions available to prevent further spread and protect against severe disease. Additional time-limited public health measures may also be implemented at the discretion of the Medical Health Officer or Provincial Health Officer in response to broader risk of communicable disease transmission in the community. School or district administrators can contact public health if they have concerns about communicable disease transmission within the school setting and require additional support.

7.1 Communications and Protecting Personal Privacy

Medical Health Officers play the lead role in determining if, when and how to communicate information regarding increased communicable disease activity within a school.

Public health has encouraged schools to routinely communicate to their school community the need to follow any recommended public health measures, practice health awareness, and to stay home when sick.

To protect personal privacy and to support accuracy, schools should exercise caution in providing communicable disease notifications beyond when they are recommended by public health.

7.2 Functional Closures

A functional closure of school is the temporary closure of the school determined by our school board and administration due to a lack of staff to provide the required level of teaching, supervision, support, and/or custodial to ensure the health and safety of students. This would likely be due to a high number of staff or certain employees away who are required for a school to function, and the inability to temporarily replace them. Administration will notify their Medical Health Officer and the Ministry of Education and Child Care (educ.covid@gov.bc.ca) when they are considering or implementing a functional closure.

7.3 Public Health Closure

A public health closure is the temporary closing of a school ordered by a Medical Health Officer when they determine it is necessary to prevent the excessive transmission of a communicable disease.

Appendix A: Vaccination Policy

COVID-19 VACCINATION POLICY

Scope

This policy (the "Policy") applies to all Bella Bella Community School Society ("School Board") employees.

This Policy has been amended effective February 03, 2022.

Purpose

The School Board has a legal obligation under Occupational Health and Safety legislation to provide their employees and students with a safe workplace and to take all reasonable precautions to protect employees and students from getting sick.

The purpose of this Policy is to assist with reducing the likelihood that School Board employees and students will become infected, or the likelihood of serious illness or death if infected, from the SARS Co-V-2 novel coronavirus ("COVID-19") and associated health complications.

The COVID-19 pandemic has caused significant morbidity, mortality, and social and economic disruption in Canada and worldwide.¹ Vaccines that have been approved for use in Canada have been shown to be safe, as well as effective against symptomatic COVID-19.²

The School Board requires all employees to receive COVID-19 vaccines, unless the employee cannot receive the vaccine for medical reasons or due to the employee's religion or other applicable characteristic that is protected under human rights legislation.

In accordance with this Policy, the School Board has also requested that employees disclose their COVID-19 vaccination status. This information is being used by the School Board for workplace health and safety planning purposes, including to ensure compliance with any applicable public health order and recommendations.

Disclosure of COVID-19 Vaccination Status

Any newly hired employees are required to provide the School Board with proof that they are fully vaccinated against COVID-19. Employees who have already provided proof to the School Board that they are fully vaccinated against COVID-19 are not required to re-submit this information.

¹ Government of Canada, *Recommendations on the use of COVID-19 vaccines*, January 12, 2021: <https://www.canada.ca/en/public-health/services/immunization/national-advisory-committee-on-immunization-naci/recommendations-use-covid-19-vaccines.html>.

² *Ibid.*

For the purposes of this Policy, “fully vaccinated” means having received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by the World Health Organization (e.g. two doses of a two-dose vaccine series, or one dose of a single-dose vaccine series); and having received the final dose of the COVID-19 vaccine at least 7 days ago.

The School Board’s COVID-19 committee will not make a reproduction of the employee’s medical note or immunization certificate, but instead will only record the employee’s name, the date of the recording, the date that the vaccination was received, which make and/or dose was received, and will certify that the COVID-19 committee member reviewed the employee’s valid proof of vaccination.

If an employee declines to share proof of their own vaccination status, the employee will be considered not fully vaccinated for the purposes of this policy.

Information about whether an employee has received a COVID-19 vaccination will be shared only on a need to know basis, such as with those directly involved in fulfilling the School Board’s duty to accommodate or as otherwise required to administer this Policy or as required by law.

Employees who are not Fully Vaccinated

Any employee who is not fully vaccinated or has not provided the School Board with proof of vaccination against COVID-19 (or proof of an applicable exemption under human rights laws) will be considered not to be fully vaccinated, and may be subject to any of the following, at the School Board’s discretion:

- regular rapid antigen testing;
- restrictions upon the employee’s access to School premises;
- unpaid leave of absence from work; or
- termination of employment.

New Hires

As of the effective date of this Policy, the School Board will require new employees to provide proof of full COVID-19 vaccination, or proof of an applicable exemption under human rights law, as a condition of employment. Any offer of employment will be made conditional upon the employee providing proof of full COVID-19 vaccination or evidence (such as a physician’s note) that the employee is unable to obtain a vaccine on the basis of personal characteristics protected under human rights law.

Privacy

The School Board will comply will all privacy laws that are applicable to this Policy. The *Personal Information Protection Act* permits the collection, use and disclosure of personal information without consent in specific and limited circumstances. For example, personal health

information collected by School Board's vaccination status disclosure program pursuant to this Policy is permitted for the purpose of ensuring the health, safety and welfare of employees and students.

The privacy and confidentiality of vaccination status responses and other personal health information will be maintained in the strictest confidence. The School Board's COVID-19 committee will retain in a locked safe all material regarding personal health information. This information will be destroyed or deleted once it is no longer required by the School Board for the purposes set out above.

Safety Measures

The School Board follows all applicable public health guidelines and will modify required safety measures based on any changes communicated by public health authorities.

Currently, all individuals (regardless of vaccination status) must continue to comply with applicable public health guidelines and the School Board's COVID-19 policies to minimize the spread of COVID-19 including:

- Washing their hands frequently;
- Not attending work if they display COVID-19 symptoms;
- Reducing frequency, proximity and duration of contact between people;
- Maintain a physical distance of 2 m/6 ft. as much as reasonable possible;
- Temperature checks; and
- Wearing a mask, in accordance with the BBCS Covid Safety Manual.

Employees who test positive for COVID-19 must advise their School Principal immediately, and follow applicable public health and School Board protocols.

Accommodation

At all times, the School Board will accommodate employees who are unable to receive the vaccine on the basis of protected human rights grounds (such as for medical reasons or on the basis of religious beliefs).

Employees who are unsure whether they are able to take the vaccine because of a medical condition should contact their health care provider and provide the following:

1. A statement that there is a medical reason for the employees' exemption from being fully vaccinated against COVID;
2. The effective time period for which the medical reason is expected to persist (i.e., whether the medical reason is temporary or permanent);

3. The name and contact information of the physician or nurse practitioner; and
4. The letterhead identifying the physician or nurse practitioner and/or their signature.

Employees who require accommodation based on valid and legitimate religious reasons should be required to provide acceptable proof of the need for accommodation by a religious official or a faith leader.

The School Board reserve the right to request any further documentations or clarifications if they see a need to do so.

If you believe you need accommodation due to a protected human rights ground, please contact Kamal Fichtali.

Human Rights

The School Board will comply with all human rights laws that are applicable to this Policy.

Discipline

While employees are not required to disclose their vaccination status to the School Board at this time, if an employee misrepresents their vaccination status to the School Board, the employee will be subject to discipline up to and including termination of employment for just cause.

Review of Policy

The School Board reserves the right to amend or enhance this Policy from time to time. This Policy comes into effect the date as set out above.

This Policy will be regularly reviewed and updated to reflect the latest scientific research, guidance and legislation from provincial health authorities as well as provincial and federal governments.