	KINGSWOOD STUDY GROUP CANADA Safety Management System		Doc No:	COVID-19
			Initial Issue Date:	August 2020
CORONAVIRUS (COVID-19)			Revision Date:	Initial Version
			Revision No.:	0
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COVID-19 (CORONAVIRUS) ACTION PLAN



KINGSWOOD STUDY GROUP CANADA LTD ACTION PLAN:

HEALTH GUIDELINES

- All participants will fill out a health screening questionnaire before attending the camp
- Staff have been highly trained on safety and are committed to ensure that everyone is safe at our camp
- We will constantly be available 24/7 for any questions.
- We are committed to creating safe experience for the health and safety for our students
- Two-week Pre quarantine at home with daily results validated
- Covid-19 Testing available upon arrival
- Immediate quarantine of any symptomatic students
- On site doctor and nurse during duration of camp


[WHO GUIDELINES](#)

[BRITISH COLUMBIA HEALTH GUIDELINES](#)

[BRENTWOOD COLLEGE COVID 19 GUIDELINES](#)

WEARING A MASK

- Under the updated health and safety guidelines, masks are required for all staff and all students when they are in high traffic areas like school buses and hallways, and anytime they are outside of their classroom or learning group and they cannot safely distance from others.

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- Even when wearing a mask, staff and students will still be required to maintain physical distance from people outside of their learning group.


PRACTICING PHYSICAL DISTANCING

Reducing the number of close, in-person interactions helps prevent the spread of COVID-19 and any other infectious diseases.

- Keep a safe distance from others. The BCCDC recommends at least two metres
- People in a learning group don't need to stay two metres apart but they must limit physical contact. Classrooms will be set up to promote spacing between students where possible.
- Spread students and staff out to different areas when possible with staggered time lined schedules and activities
- Stagger break and transition times
- Remind students to keep their hands to themselves and off their faces
- If employees or staff are sick, they will be in self-isolation or quarantine

USING SHARED ITEMS

- Limit use of frequently-touched items that can't be easily cleaned
- Clean and disinfect laminated materials daily if multiple people touch them
- Clean and disinfect frequently-touched surfaces at least twice every 24 hours, including:
 - Doorknobs
 - Light switches
 - Toilet handles
 - Tables, desks and chairs
 - Keyboards
 - Sport Equipment
- Avoid sharing all food and drinks

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- There is no evidence that COVID-19 is transmitted on textbooks, paper, or other paper-based products. can share books or paper-based educational resources with students


PRACTICING HAND HYGIENE

Rigorous hand washing is the most effective way to reduce the spread of illness. New and multiple cleaning stations will be located around camp with reminders from staff.

- Wash hands with plain soap and water for at least 20 seconds
- You don't need antibacterial soap for COVID-19
- The temperature of the water doesn't matter, though most find warm water to be the most comfortable
- Have regular opportunities for staff and students to practice hand hygiene
- Help younger students with hand hygiene as needed
- If there isn't a sink (like when students and staff are outdoors), use portable hand-washing sites or alcohol-based hand rub with at least 60% alcohol.
- If hands are visibly dirty, soap and water are best. If they're not available, use an alcohol-based hand wipe followed by alcohol-based hand rub with at least 60% alcohol
- Encourage campers and staff to practice respiratory etiquette:
 - Cough or sneeze into elbow sleeve
 - Dispose tissues in garbage cans
 - Wash hands with plain soap and water for at least 20-30 seconds or use an alcohol-based sanitizer with at least 60% alcohol content
 - Avoid touching one's face

CLEANING THE CAMPUS

- Clean and disinfect frequently touched surfaces at least twice a day including :
 - Washrooms
 - Rooms

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- Showers
- Cafeteria
- Sport and Activity Equipment/Facilities
- All horizontal countertops
- Classrooms, desks and chairs
- Clean and disinfect all surfaces continuously
- Use microcode cleaning and disinfectant products
- Limit frequently touched items that aren't easy to clean
- Empty garbage containers daily
- Clean and disinfect laminated materials daily if multiple people touch them