



# **Iqra Islamic School COVID-19 Restart Plan**

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## COVID-19 and Supporting Learning

COVID-19 is a respiratory infection that is spread by droplets. These are small particles that are dispersed one to two metres when people cough or sneeze. They can land on environmental surfaces and people who touch those surfaces and contaminate their eyes, nose or mouth can become infected.

The Ministry of Education has ordered schools to re-open in accordance with phase two guidelines. According to the BC provincial government:

“School supports students in developing their potential and acquiring the knowledge, skills and abilities they need for lifelong success. In-person learning, as a part of a student’s education, provides the opportunity for peer engagement, which supports social and emotional development as well as overall wellness. It also provides many students access to programs and services that are integral to their overall health and well-being.”

The provincial government’s move to Phase Two is intended to provide a careful re-opening of our economy. This means that the return to school in September will look and feel different from how our schools have functioned in the past. The BC provincial government would like schools to accomplish the following:

- Be informed about public health measures and how they support a safe school environment;
- Understand their roles and responsibilities in maintaining and promoting safe and healthy schools.

A major development in the provincial back to school plan is the implementation of a cohort system. According to the provincial government “a cohort is a group of students and staff who remain together throughout a school term... Cohorts reduce the number of in-person, close interactions a person has in school without requiring physical distancing to consistently be practiced...In elementary and middle schools, a cohort can be composed of up to 60 people.”

As the ministry works with school districts and independent school authorities to implement to K-12 education restart plan, actions will continue to be guided by the following principles:

- Ensure a healthy and safe environment for all students, families and employees
- Provide the services needed to support the children of our essential services workers
- Support vulnerable students who may need special assistance
- Provide continuity of educational opportunities for all students

As we return to school, it is important that we understand and comply with the health and safety procedures outlined by the Provincial Health Office (PHO), provided by the BC CDC and supplemented by the Ministry of Education protocols. This is why all staff are to review the information below so that we will be able to work together to provide a healthy and safe environment for everyone.

## COHORTS

Cohorts at Iqra Islamic School will be divided by grade groups and classroom locations. Cohorts will include teachers. Any individuals – students, administrative staff, or otherwise – who are outside of the cohort will not be counted as part of the cohort and will be required to maintain a minimum of two meters distance from the students within the cohort. If a two meter distance is not possible, those who are outside of the cohort will be required to wear personal protective equipment (PPE) when interacting with the cohort.

## GRADUAL RE-ENTRY

Iqra Islamic School will reopen September 8<sup>th</sup> 2020. Grades 5 – 7 will return to class on September 8<sup>th</sup>, while grades 2-4 will return to class September 10<sup>th</sup>.

For the duration of that week, students will be split into two groups, with the first group attending class from 8:30am – 10:30am, and the second group attending from 11:30pm – 1:30pm. The focus of this week is to familiarize our students with our new health and safety protocols and procedures.

On September 14<sup>th</sup>, our KG and Grade 1 students will return. Like their older counterparts, they will be split into two groups and will be spending the week learning about our new health and safety protocols and procedures.

## STAGGERED RECESSES

Iqra Islamic School has been using staggered recesses for years as a method of maintaining safety and control in our outdoor play spaces. In response to covid-19, our recesses have had to undergo some minor modifications. Students must remember the following when playing outside during recess:

- Students must remain with their designated cohort during recess.
- Each cohort is assigned to a specific zone during recess.
- As was previously the case, KG-1 will be outside at a different time than grades 2-4, and grades 5-7

## STAGGERED DROP-OFF AND PICK-UP SCHEDULE

In order to minimize the congestion in the morning and ensure that social distancing measures are both successful and possible, Iqra Islamic School will be implementing a staggered arrival time. The details are as follows:

### Drop Off

- **KG and Grade 1:** Drop off at 8:25-8:40am  
Parents of KG and Grade 1 students will be permitted to walk with their children to their classroom. However, **all parents must wear a mask while on school premises.** This includes both indoor and outdoor spaces (such as the courtyard and parking lot). Each homeroom teacher will communicate to their parents the precise drop-off location for their division.

- **Grades 2 – 7:** Drop-off at 8:05 - 8:20am

In order to minimize the potential for outside contamination, parents will be required to drop-off their children using the courtyard drive-through. **Parents of Grades 2 - 7 students will not be permitted to walk their children to class.** We understand that walking with young children into the school provides a sense of comfort for both children and their families. If your child is anxious, we strongly recommend preparing and comforting them at home before you embark on your trip to school.

## Pick Up

- **KG and Grade 1:** 2:45pm – 2:55pm
  - Beginning at 2:45pm, parents of KG and Grade 1 students will be asked to walk to their child's designated dismissal area and pick-up their children. As with the drop-off, parents are required to wear masks while picking up their children. The pick-up location will be the same as the morning's drop-off.
  - If a KG – Grade 1 student has a sibling in another grade, those siblings will be dismissed at this time as well and will join their parents by the parking lot gate.
- **Grades 2 – 7:** 3:05pm – 3:20pm – Staggered Dismissal by Alphabetical Order
  - In order to minimize congestion and maintain social distancing, this group of students will be dismissed gradually over a 15 minute period. All students will be picked up using the drive through. In order to minimize outside contamination, **parents will not be permitted to enter the building at this time.** Parents are asked to pick up their children on time in order to avoid congestion. The pick-up schedule is as follows:
    - **3:05pm – 3:10pm:** last names A – F
    - **3:10pm – 3:15pm:** last names G - M
    - **3:15pm – 3:20pm:** last names N - Z
  - At 3:25pm the gates will close and children will wait for their parents at the parking lot gate.

**Please note that parents with appointments will only be able to enter the school from the front door. Once in the school they must report directly to the office.**

## LIMITING THE SPREAD OF VIRUSES AND GERMS

### Health Declaration Checklist

All Iqra families will be given a Health Declaration checklist before the beginning of the school year. Parents will be asked to sign a declaration form that obligates all families to go over this checklist every morning with their children. Furthermore:

All staff must undertake the same Daily Health Declaration Process as a mandatory component of the health and safety protocols.

- Posters will be displayed in prominent locations throughout school to remind families of the need to review the checklist.
- A daily reminder to complete the checklist will be sent through the My Iqra app.
- Any person (staff or students) who answers yes to any of the checklist questions or who is ill, with **any** common cold, influenza or COVID-19 like symptoms may not enter/occupy any part of the Iqra Islamic School premises.

## Showing Symptoms of Respiratory Infection

<i>If a Student Develops Symptoms of COVID-19</i>	<i>If a Staff Member Develops Symptoms of COVID-19</i>
<p><b>IF STUDENT DEVELOPS SYMPTOMS AT HOME:</b></p> <p><b>Parents or caregivers must keep their child at home</b> until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases, AND their symptoms have resolved.</p> <p><b>IF STUDENT DEVELOPS SYMPTOMS AT SCHOOL:</b></p> <p><b>Staff must take the following steps:</b></p> <ol style="list-style-type: none"> <li>1. Immediately separate the symptomatic student from others in a supervised area.</li> <li>2. Contact the student's parent or caregiver to pick them up as soon as possible.</li> <li>3. Where possible, maintain a distance of 2 metres from the ill student. If not possible, staff may wear a mask if available and tolerated, or use a tissue to cover their nose and mouth.</li> <li>4. Provide the student with tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene.</li> <li>5. Avoid touching the student's body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene.</li> <li>6. Once the student is picked up, practice diligent hand hygiene.</li> <li>7. Staff responsible for facility cleaning must clean and disinfect the space where the student was separated and any areas used by them (e.g., classroom, bathroom, common areas).</li> <li>8. Contact 811 or the local public health unit to notify them of a potential case and seek further input.</li> </ol> <p><b>Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.</b></p>	<p><b>IF STAFF DEVELOPS SYMPTOMS AT HOME:</b></p> <p><b>Staff must be excluded from work and stay home</b> until they have been assessed by a health care provider to exclude COVID-19 and other infectious diseases AND their symptoms have resolved.</p> <p><b>IF STAFF DEVELOPS SYMPTOMS AT WORK:</b></p> <p><b>Staff should go home as soon as possible.</b> If unable to leave immediately:</p> <ol style="list-style-type: none"> <li>1. Symptomatic staff should separate themselves into an area away from others.</li> <li>2. Maintain a distance of 2 metres from others.</li> <li>3. Use a tissue or mask to cover their nose and mouth while they wait to be picked up.</li> <li>4. Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g., classroom, bathroom, common areas).</li> <li>5. If concerned, contact 811 or the local public health unit to seek further input.</li> </ol>
<p><b>If a student or staff member is assessed by their family physician or nurse practitioner and it is determined that they do NOT have COVID-19, they may return to school once symptoms resolve.</b></p>	

## Hand Hygiene

Rigorous hand washing with plain soap and water is the most effective way to reduce the spread of illness. Both students and staff can pick up and spread germs easily from objects, surfaces, food and people. Everyone should practice diligent hand hygiene. Parents and staff can teach and reinforce these practices amongst students.

### How to practice diligent hand hygiene:

- Wash hands with plain soap and water for at least 20 seconds. Antibacterial soap is not needed for COVID-19.
- When sinks are not available (e.g., students and staff are outdoors), use alcohol-based hand rub containing at least 60% alcohol.
- If hands are visibly soiled, alcohol-based hand rub may not be effective at eliminating respiratory viruses. Soap and water are preferred when hands are visibly dirty.

## Strategies to ensure diligent hand hygiene:

- Encourage hand washing with water and soap upon arrival at school. Students will be required to wash their hands before and after play, and after using the washroom. Iqra recommends that students with sensitive skin wear gloves, since the aforementioned hand-washing measures can easily lead to irritated skin for some children.
- Additional sinks have been added to Iqra Islamic School in order to ensure that all students have easy and immediate access.
- Staff should assist younger students with hand hygiene as needed.

## Demarcation of Courtyard and Hallways:

Where needed, Iqra Islamic School will place clear demarcations to help students, staff, and parents maintain social distancing.

When Students Should Perform Hand Hygiene:	When Staff Should Perform Hand Hygiene:
<ul style="list-style-type: none"><li>• When they arrive at school and before they go home.</li><li>• Before and after any breaks (e.g., recess, lunch).</li><li>• Between different learning environments (e.g., outdoor-indoor transitions, from the gym to the classroom).</li><li>• Before and after eating and drinking.</li><li>• After using the toilet.</li><li>• After handling common resources/equipment/supplies or pets.</li><li>• After sneezing or coughing into hands.</li><li>• Whenever hands are visibly dirty.</li></ul>	<ul style="list-style-type: none"><li>• When they arrive at school and before they go home.</li><li>• Before and after any breaks (e.g. recess, lunch).</li><li>• Between different learning environments (e.g. outdoor-indoor transitions, from the gym to the classroom).</li><li>• Before and after eating and drinking.</li><li>• Before and after handling food or assisting students with eating.</li><li>• Before and after giving medication to a student or self.</li><li>• After using the toilet.</li><li>• After contact with body fluids (i.e., runny noses, spit, vomit, blood).</li><li>• After cleaning tasks.</li><li>• After removing gloves.</li><li>• After handling garbage.</li><li>• Whenever hands are visibly dirty.</li></ul>

## Contact Etiquette

Students and staff should:

- Cough or sneeze into their elbow sleeve 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, and unwashed utensils.

## Personal Protective Equipment (PPE)

For students from KG to Grade 5, PPE (such as masks and gloves) are not required within a cohort of 60 students and their respective teachers. They are only required in common areas, such as:

- The library
  - Hallways
  - Washrooms
  - During pick-up and drop-off
  - working with special needs students who require 1:1 support
  - Any situation where cross-cohort interaction is necessary or unavoidable, and where maintaining a two-meter distance is not possible
- Apart from specific circumstances establishing the use of a mask, wearing a mask is a personal choice. It is important to treat people wearing masks with respect.

For grade 6 and 7 students, masks are mandatory at all times indoors, except when students are at their desks, or eating/drinking.

## Performing Daily Prayers

Prayers are offered daily at Iqra Islamic School in the gym. In order to limit the spread of the virus, the following precautions will be taken:

- Students will be asked to wear personal protective equipment when entering the gym.
- During prayer, students may pray shoulder to shoulder.
- On Jumma (Friday) the Imam will wear a mic and project to the classrooms so that students of the school can hear the sermon. One division from grade 7 will be permitted to pray in the gym with the Imam. They will pray 6 feet apart.
- Students must bring their own prayer mats.

## Physical Distancing

Together, we can slow the spread of COVID-19 by making a conscious effort to keep a physical distance between each other. Physical distancing is proven to be one of the most effective ways to reduce the spread of illness during an outbreak.

### What is Physical Distancing?

Physical Distancing, also known as social distancing, is keeping a distance of at least 2 arms lengths (approximately 2 metres) from others, as much as possible.

### Is Physical Distancing Required while Supporting Learning Onsite?

Physical distancing – while recommended - will not be required between students within their cohort. However, teachers will continuously work to limit physical contact between students.

When cross cohort interaction is unavoidable, physical distancing will be required and enforced.



Staff are to practice physical distancing from each other. For example, consider limiting the number of adults using common spaces such as the staff room, copy room, or school office, and conducting any needed in-person interactions in accordance with physical distancing protocols.

### Physical Distancing Measures Taken by Iqra Islamic School

- Students, staff and parents should avoid close greetings (e.g., hugs, handshakes). Regularly remind students about keeping their “hands to yourself”.
- Students will be organized into smaller groups that stay together throughout the day.
- Iqra will minimize the number of different teacher(s) and educational assistant(s) that interact with groups of students throughout the day (i.e. minimize the amount of mixing between students and different staff in the setting).
- Staggered pick-up and drop-off times when possible.
- Staggered recess/snack, lunch and class transition times to provide a greater amount of space for everyone.
- Clearly designated play zones to limit cross cohort interaction.
- Minimize the number of indoor days and activities (as the outdoors are a lower risk environment than indoors).
- Manage the flow of people in common areas, including hallways.
- Parents and Caregivers and other non-staff adults entering the school should be minimized as much as is practical to do so. They should also be reminded to practice diligent hand hygiene and maintain physical distance when they are in the school. Furthermore, all visitors will be asked to sign a declaration form at the office, ensuring that they do not show any cold, flu, or other Covid-19 related symptoms.
- Assemblies and other school-wide events should be held virtually to avoid a large number of people gathered in one space.
- Monitor bathroom use. Physical distancing is the main consideration in determining how many people may be in any given space. A strict two-person per bathroom rule will be enforced. Students will be required to wait outside of the bathroom when the stalls are occupied. As this is a common area, students will also be required to wear masks when walking to, and using, the bathroom. Students lining up for the bathroom will be required to maintain a two meter distance, a demarcated throughout the hallway.
- Staffroom capacity should be limited to a maximum of four occupants. Teachers are asked to wear masks while using the staff room, and are asked to eat their lunch in an area that is frequented by their designated cohort.
- Photocopy room is strictly limited to one person at a time, and will be sanitized after every use.
- Schools will provide, and students may help create, signage to support physical distancing practices onsite.

## Talking with Younger Students about Physical Distancing

- Create an open dialogue and educate students on why we need to practice physical distancing.
- Remind them of the importance of following the instructions surrounding the staggered drop off, recesses, and pick up routines.
- Share age appropriate information and corrected misinformation: “Germs like to travel from person to person. Have you ever noticed how kids in your class sometimes get sick at the same time? If people stay home while they are sick, it will slow the spread of viruses.”
- Reassure them they are safe: “Right now, lots of amazing grown-ups are working hard to keep people healthy. Luckily, we already know a lot about how to keep healthy!”
- Emphasize simple things that they can do and that we are doing to be "germ busters", such as regular hand washing, cleaning and sanitizing surfaces, and having a bigger personal bubble.

## Cleaning and Disinfection

Regular cleaning and disinfection are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. Schools should be cleaned and disinfected in accordance with the BCCDC’s [Cleaning and Disinfectants for Public Settings](#) document. This includes:

- General cleaning and disinfecting of the premises should occur at least **twice a day**. At Iqra this will occur once during school hours and once after school. Frequently-touched surfaces will be cleaned constantly throughout the day.
- Use common, commercially-available detergents and disinfectant products and closely follow the instructions on the label.
- Limit items that are not easily cleaned (e.g., fabric or soft items);
- Empty garbage containers daily.
- Wear disposable gloves when cleaning blood or body fluids (e.g., runny nose, vomit, stool, urine). Wash hands before wearing and after removing gloves.
- Staff and students will enter a clean and sanitized site. However, cleaning supplies will be readily available for non-custodial use during the school day.
- Staff are advised to regularly clean and sanitize items that may be shared, such as markers, glue sticks, scissors. Limit the number of items shared by students.
- Consider propping doors open inside the school to avoid touching handles.

## Materials, Equipment, and Toys

- As per the BC Centre for Disease Control (BCCDC), textbooks, notebooks, and loose paper will not be cleaned as there is no evidence that the virus can be transmitted by paper surfaces. Laminated surfaces that are touched/shared, however, should be disinfected.

- If possible, create individual kits for students with items like pencils, crayons, markers, glue sticks, paper
- Large group activities and games, such as basketball or soccer, will only be allowed to take place within a cohort.
- To minimize the possibility of contamination, sports equipment will be divided among the cohorts.
- Do not use soft toys, pillows, blankets and dress-up clothes, unless they can be washed daily.

## Snacks and Mealtimes

- No group food preparation activities. Students and staff should bring their own food, drink, cutlery/dishes/cups for the time they are onsite.
- Food and/or drink sharing is not allowed.
- No home-prepared food will be served at Iqra.

## DEALING WITH COVID-19 SYMPTOMS

In the event that a student or staff member begin to show signs of illness at school, Iqra Islamic School has implemented the following policy:

- Require that the individual wear a mask immediately. If they do not have a mask, a mask will be provided for them.
- A student who is showing symptoms of being unwell will be taken to an isolated sickroom and their parents will be asked to pick them up immediately. Students will be placed under close supervision until their parents arrive.
- Students who are required to isolate as a result of their symptoms will be provided with work from their teacher.
- If a staff member is showing symptoms, they will be required to wear a mask immediately and will leave the school right away.
- Should such an event take place, Iqra Islamic School will inform the local health authority, and take any additional steps as directed by our provincial health experts.

## STAYING UP TO DATE

The situation in British Columbia remains fluid and volatile. Any and all updates, changes, and developments will be communicated to parents through the My Iqra app. Parents with questions are encouraged to email [info@iqraschool.com](mailto:info@iqraschool.com).

## Additional COVID-19 Resources

**BC CENTRE FOR DISEASE CONTROL BCDC:** <http://www.bccdc.ca/health-info/diseases-conditions/covid-19> <http://www.bccdc.ca/Health-Info-Site/Documents/COVID19-Prevention.pdf>  
<https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-guidance-k-12-schools.pdf>

### **MINISTRY OF EDUCATION:**

<https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidelines.pdf>

**WORKSAFE BC:** <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/education>

### **GOVERNMENT OF BC:**

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>

### **THRIVE: SELF ASSESMENT TOOL:**

<https://bc.thrive.health/>

### **FRASER HEALTH:**

<https://www.fraserhealth.ca/coronavirus>

**VANCOUVER COASTAL HEALTH:** <http://www.vch.ca/about-us/news/vancouver-coastal-health-statement-on-coronavirus>

### **PUBLIC HEALTH AGENCY OF CANADA:**

<https://canada.ca/en/public-health>

### **WORLD HEALTH ORGANIZATION:**

<https://www.who.int/>

# Summary of School-Based Control Measures



## 1. STAY HOME WHEN SICK

*All children and staff with common cold, influenza, COVID-19, or other respiratory diseases must stay home and self-isolate.*



## 2. HAND HYGIENE

*Everyone should wash their hands more often!*

*Thorough hand washing with plain soap and water for at least 20 seconds is the most effective way to reduce the spread of illness.*



## 3. RESPIRATORY AND PERSONAL HYGIENE

*Cover your coughs.*

*Do not touch your face.*

*No sharing of food, drinks, or personal items.*



## 4. PHYSICAL DISTANCING AND MINIMIZING PHYSICAL CONTACT

*Spread children out to different areas.*

*Take them outside more often.*

*Stagger lunch times. Incorporate individual activities.*

*Remind children, "Hands to Yourself!"*



## 5. CLEANING AND DISINFECTION

*Clean and disinfect frequently touched surfaces at least twice a day.*

*General cleaning of the centre should occur at least once a day.*

*Use common cleaning and disinfectant products.*



# Coronavirus COVID-19

BC Centre for Disease Control | BC Ministry of Health



## Hand Hygiene

**SOAP OR ALCOHOL-BASED HAND RUB: Which is best?**



**Either will clean your hands: use soap and water if hands are visibly soiled.**



**Remove hand and wrist jewellery**

### HOW TO HAND WASH



1  
Wet hands with warm (not hot or cold) running water



2  
Apply liquid or foam soap



3  
Lather soap covering all surfaces of hands for 20-30 seconds



4  
Rinse thoroughly under running water



5  
Pat hands dry thoroughly with paper towel



6  
Use paper towel to turn off the tap

### HOW TO USE HAND RUB



1  
Ensure hands are visibly clean (if soiled, follow hand washing steps)



2  
Apply about a loonie-sized amount to your hands



3  
Rub all surfaces of your hand and wrist until completely dry (15-20 seconds)

COVID19\_JH\_001



Ministry of Health



BC Centre for Disease Control

**If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.**

