

School Re-opening Health and Safety Consideration Checklist



ARRIVAL AND DEPARTURE

- Promote self-assessment for symptoms by staff/students before leaving home
- Screen staff and students before entry
- Consider staggered entry and exit times
- Establish parent pick up and drop off protocols
- Limit visitors to schools

HYGIENE PRACTICES

- Build in handwashing breaks throughout the day
- Encourage and teach proper respiratory etiquette (cough and sneeze in your sleeve)
- Provide alcohol-based sanitizer throughout the school and at entry points
- Minimize the sharing of items
- Clean shared items between use
- Promote the appropriate use of PPE (e.g. masks and face shields)

MOVING THROUGH SCHOOL

- Provide visual cues throughout school to reinforce physical distancing
- Determine traffic flow in hallways and on stairs
- Encourage one way travel where possible
- Set capacity limits for washrooms, elevators and common spaces
- Provide signage to reinforce health and safety protocols
- Consider use of barriers to ensure physical distancing

FACILITIES

- Perform routine cleaning of general facilities throughout the day
- Clean high touch surfaces twice per day
- Adjust mechanical/HVAC system to increase fresh air
- Open windows to increase natural ventilation
- Ensure washroom and handwashing fixtures are operational
- Ensure drinking fountains are used only to refill water bottles

PHYSICAL DISTANCING

- Support cohorting of students
- Organize classrooms to maximize space
- Use any surplus space for instructional purposes
- Avoid assemblies, staff meetings and group gatherings
- Consider virtual meetings
- Provide visual cues to reinforce physical distancing
- Ensure students wear face coverings/masks
- Ensure staff wear masks, and face shields as required

TRANSPORTATION

- Promote face coverings or masks for all passengers and driver
- Focus on cleaning of high touch surfaces
- Perform routine cleaning between runs

EATING AND DRINKING

- Close cafeterias and kitchenettes
- Provide only pre-packaged food and single-use utensils
- Ensure lunch is eaten in classrooms and garbage is taken home
- Ensure food and drinks are not shared

SUSPECTED COVID-19 CASES

- Encourage anyone with symptoms to get tested
- Isolate students who show symptoms at school in the Wellness Room
- Disinfect Wellness Room after use
- Send staff who show symptoms at school home
- Follow notification protocols in event of confirmed case of COVID-19
- Track student and staff absenteeism
- Support Toronto Public Health in contact tracing