



## **COVID-19 Protocol 16** **Program Specialty Areas**

The health and safety of all individuals is of utmost importance. All staff and other entrants shall adhere to the following protocol and are to report any unsafe behaviour or violation of this protocol to their Supervisor immediately. Any questions regarding this protocol shall be directed to their supervisor. This protocol is for internal use only.

### **Scope**

This protocol applies to all staff and students.

## **Programming Considerations** **Secondary Guidelines**

### **1.0 General Considerations (All Subject Areas)**

- 1.1 Staff and students in all grades and subject areas will adhere to current TVDSB Health and Safety Protocols
- 1.2 **Masks** must be worn indoors and may only be taken off once staff and students are outdoors for the learning activity
- 1.3 During all outdoor learning activities, physical distancing must be considered
- 1.4 **Appropriate Personal Protective Equipment** will be provided to all staff as determined and approved by administration
- 1.5 Point of use bottles for disinfecting will be available for hard surfaces and manipulatives for use by educators
- 1.6 **Sharing of equipment** among students will be kept to a minimum; hard surfaces are to be disinfected prior to shared use; any items placed in a student's mouth will be thoroughly disinfected and cleaned prior to shared use
- 1.7 Provisions for shared computer stations and devices are to be adhered to in all grades and subject areas
- 1.8 Staff and students are able to share cleaning routines for all classes
- 1.9 **Hand sanitizer** will be available in areas with no sinks and soap
- 1.10 Gloves are not advised as an alternative to hand hygiene
- 1.11 Teachers will regularly review and consult subject- and industry-specific *Return To Learn* resources, the links for which are provided in this document where relevant

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## 2 Subject-Specific Programming Considerations

### 2.1 The Arts

Teachers should review relevant curriculum documents and give consideration to Overall and Specific Expectations that require classroom learning, observation, and participation, and expectations that involve learning suitable for completion remotely.

#### Specific Considerations

- Masks must be worn during all indoor classes
- Ensure adequate time is scheduled at the end of each class to allow for thorough cleaning and disinfecting of all equipment and hard surfaces, as per TVDSB Health and Safety Protocols
- Develop cleaning/disinfecting routines with students in each class
- Use large or outdoor venues/learning spaces wherever possible

### 2.2 Visual Art/Photography/Media Arts

- Student work in process can stay in the class, in designated individual locations that do not interfere with custodial cleaning; all other personal student belongings are to be brought home at the end of each instructional day; completed student work should be brought home by the student to minimize paper content in classrooms
- Aprons smocks, and other porous protective clothing should not be shared among students unless it can be thoroughly laundered and disinfected between uses
- Create procedures for retrieving materials to maintain physical distancing requirements
- Disinfect all photography and video equipment after use following TVDSB Health and Safety Protocols
- Consider encouraging students to bring their own devices, if possible, to support singular use of equipment (e.g., laptop, tablet, camera, etc.)
- Plan outdoor locations for students to do audio, photo, and video capturing, reminding students of physical distancing guidelines
- Consider having students photograph and video at home and edit in class
- Consider digital means, with consent, for sharing and exhibiting student works
- Schedule students in dark rooms so that they can maintain physical distance and to specific areas/tasks

### 2.3 Drama

- Costumes, props, wigs, etc. cannot be shared among students unless they can be thoroughly cleaned and disinfected between student use, in accordance with TVDSB Health and Safety protocols
- Always utilize space and instructional strategies to maintain physical distancing; floor markings (painter's tape) should be used to indicate appropriate spacing, traffic flow, etc.

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- Do not engage in any activities that cannot be done while maintaining physical distancing requirements
- Do not encourage students to bring props/costumes etc. from home
- Wherever possible, employ instructional approaches that emphasize individual performance instead of group activities
- Ensure all technical hardware including microphones, headsets, sound and lighting boards, lights and rigging, etc. have been sanitized before and after each rehearsal based on TVDSB Health and Safety Protocols and manufacturers' guidelines as appropriate
- Avoid sharing of scripts and other paper materials among students; provide digital or individual scripts to students within copyright parameters
- Ensure adequate time is scheduled at the end of each class to allow for thorough cleaning and disinfecting of all equipment and hard surfaces, as per TVDSB Health and Safety protocols

### **2.3.1 Change Rooms**

- Create floor and wall markings as needed in Change Rooms to maintain physical distance
- Stagger the entry of students to change rooms

## **2.4 Dance**

- Costumes, props, makeup, etc. cannot be shared among students unless they can be thoroughly cleaned and disinfected between student use, in accordance with TVDSB Health and Safety protocols
- Do not encourage students to bring costumes, props, etc. from home
- Always utilize space and instructional strategies to maintain physical distancing; floor markings (painter's tape) should be used to indicate appropriate spacing, traffic flow, etc.
- Do not engage in any activities that cannot be done while maintaining physical distancing requirements
- Wherever possible, employ instructional approaches that emphasize individual performance instead of group activities
- Avoid floor work and touching of floors. If floor work is necessary, consider spacing out class using painter's tape to identify appropriate rehearsal areas
- Disinfect dance floors/mats prior to every class or rehearsal following

### **2.4.1 Change Rooms**

- Create floor and wall markings as needed in Change Rooms to maintain physical distance
- Stagger the entry of students to change rooms

## **2.6 Family Studies: Food & Nutrition/Fashion**

Teachers should review relevant curriculum documents and give consideration to Overall and Specific Expectations that require classroom learning, observation, and participation, and expectations that involve learning suitable for completion remotely.

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In addition to the considerations outlined below, educators should regularly consult the <https://ofsheea.education/download/teaching-with-covid-19-guidelines-for-family-studies-teachers/> website for resources, guidelines, and recommendations. Where discrepancies exist, TVDSB Health and Safety Protocols will prevail.

### **Specific Considerations**

- Customer services will not be provided at this time
- In-class food preparation is permitted
- Gloves/aprons and other attire cannot be shared among students unless they can be effectively laundered / sanitized between uses
- Protective eyewear should not be shared among students unless it can be cleaned and disinfected between uses in accordance with TVDSB Health and Safety Protocols
- Develop cleaning/disinfecting routines with students in each class
- Minimize where possible the sharing of utensils and equipment among multiple students; where sharing must occur, ensure items are cleaned and disinfecting between student use
- Ensure that additional time at the end of class is scheduled for thorough cleaning and disinfecting of all items and hard surfaces; disinfected items and surfaces are not to be touched after disinfecting, until the next class arrives
- If possible, create sets of equipment to be used by each cohort of students
- Articles of clothing should not be tried on by multiple students, unless they can be effectively laundered between student use
- Student projects must be labelled and stored separately from one another to avoid contact between different students' garments, fabrics, etc.
- If fabric is used by multiple students, it must be unused for 36-hours between students

## **2.7 Health & Physical Education**

Teachers should review relevant curriculum documents and give consideration to Overall and Specific Expectations that require classroom learning, observation, and participation, and to expectations involving learning suitable for completion remotely. In addition to the considerations outlined below, educators should consult TVDSB's Health and Safety Protocols, as well as the [Ontario Physical Education and Health Education Association \(OPHEA\) website](#) for resources, recommendations, and considerations pertaining to Health and Physical Education instruction during Covid-19. Where discrepancies exist, TVDSB Health and Safety Protocols will prevail.

### **2.7.1 Specific Considerations**

- Adhere to TVDSB Health and Safety Protocols for equipment cleaning and disinfecting at all times
- Students should bring labelled water bottles for personal use; water bottle filling stations will be available, however drinking fountains will not be accessible
- Use in-class time to be more active, and as much as possible defer health content and personal goal setting for at home learning
- Conduct as much learning in outside spaces as possible
- Create a department schedule for designated outdoor spaces used for activity

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- Masks are required during indoor activities but are not required for outdoor activities. Masks may be removed once staff and students are outdoors
- Match instructional design to the available space – use stations, small-sided games, marked off areas, poly spots, etc., to ensure separation among students (inside and outside, in fitness rooms)
- Modify layouts and use physical and visual guides, such as painter’s tape or ropes on floors, grass or sidewalks, and signs on walls to define space and ensure physical distancing is maintained.
- Create pods within your class to further reduce contact
- Space equipment to maintain physical distancing
- Establish one-way flow patterns to avoid inadvertently interacting, whenever possible
- Open the doors to maximize air flow if using the gym, in adherence to relevant fire safety regulations
- Consider marking off properly-spaced sections in a supervised area for individual backpacks, water bottles, masks, etc.
- Incorporate proper hand washing and personal hygiene routines; hand washing should occur immediately before and after each activity
- To whatever extent possible, minimize sharing of equipment among students in a class and look for ways to maintain individualized equipment use
- In activities that involve passing or sharing of equipment among students:
  - limit the size of the group to the minimum required for the activity;
  - the teacher *must* record the names of students in each grouping;
  - instruct students not to pick up/make contact with equipment being used in a group they are not part of (i.e. to return it to the group)
  - students will engage in proper hygiene prior to and immediately after the passing or sharing of equipment and, if possible, during the activity;
  - The equipment being shared must be thoroughly sanitized prior to use by another group or class
- If possible, anticipate equipment hygiene compromises and keep extra equipment on hand so that instructional time is not lost to re-disinfecting equipment
- Ensure all equipment has been properly disinfected after each class and not touched after disinfection.
- Develop cleaning/disinfecting routines with students in each class
- Review and inventory physical education equipment at the school to identify which pieces of equipment can be easily and effectively sanitized (i.e. cloth or porous materials are more difficult to properly sanitize than vinyl or plastic materials)
- If sufficient equipment is available, develop an equipment set for each cohort
- Specialty courses (i.e. hockey, swimming, etc.) are to follow the Health & Safety Protocols of the off-site facilities
- Teacher should be responsible for key use, access to equipment/storage rooms, set-up of equipment, and music, etc.

### **2.7.2 Change Rooms**

- Encourage students where possible to come dressed (i.e. Hockey, swimming, etc.)
- Create floor and wall markings as needed in Change Rooms to maintain physical distance

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- Stagger the entry of students to change rooms

## **2.8 Science**

Teachers should review relevant curriculum documents and give consideration to Overall and Specific Expectations that require classroom learning, observation, and participation, and to expectations involving learning suitable for completion remotely. The following safety considerations are developed to support educators in meeting the second overall expectation, Developing Skills of Investigation and Communication which includes lab-based learning and the collection of observations and data for further analysis either in class, or at home.

### **Specific Considerations**

- If gloves or other protective equipment is required for labs, it cannot be shared among students unless it can be cleaned and disinfected between student use
- Minimize the sharing of tools and equipment by assigning roles; where sharing must occur, ensure all items are thoroughly cleaned and disinfected after each student use.
- Consider how to physically space, or stagger in timing, lab activities. Ensure no lab materials are brought back to the desks
- Ensure that adequate time is planned at the end of each class for the thorough cleaning and disinfecting of equipment and hard surfaces, as per TVDSB Health and Safety protocols
- Develop cleaning/disinfecting routines with students in each class
- Review with students proper hand hygiene and ensure required facilities are in place and working prior to each class
- Where possible, look for ways to promote student inquiry and collaboration through digital means, or virtual manipulatives, in place of in person means or activities requiring physical contact with substances/items
- Where it does not interfere with student learning and engagement, provide teacher demonstrations as an alternative to student experimentation
- Design seating arrangements and student traffic flow patterns in a way that adheres to social distancing (i.e., processes for getting equipment and materials, spacing of lab groups and seats, etc.)
- During experiments, if Health and Safety Protocols would normally indicate the classroom door should be closed (e.g., Bunsen burner use) the teacher should close the door, and reopen the door when the experiment is complete. Teacher must ensure proper hand hygiene takes place
- Face masks will be worn throughout the class, regardless of learning activity (e.g., lab experiments)
- If students must eat their lunch inside the Science classroom, all lab materials must be stored safely, and proper hand hygiene must occur before eating

## **2.9 Technology Studies**

Teachers should review relevant curriculum documents and give consideration to Overall and Specific Expectations that require classroom learning, observation, and participation, and to expectations involving learning suitable for completion remotely.

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Where possible and appropriate, industry standards for safe practice during Covid-19 can inform strategies and considerations in the Technology classroom. In addition to the considerations outlined below, educators should regularly consult the [Ontario Council for Technology Education \(OCTE\) website](#) for resources, guidelines, and recommendations. Where discrepancies exist, TVDSB Health and Safety Protocols will prevail.

### **Specific Considerations**

- Masks must be worn at all times
- Maximize use of classroom time by prioritizing performance-based tasks, within proper safety parameters
- Develop cleaning/disinfecting routines with students in each class
- Customer services to the public will not be provided at this time

## **2.10 Hair & Aesthetics/Health Care/Hospitality**

- Gloves cannot be shared among students, and do not replace the need for effective hand washing
- Minimize where possible the sharing of equipment among multiple students; where sharing must occur, ensure items are cleaned and disinfected between student use
- Ensure that additional time at the end of class is scheduled for thorough cleaning and disinfecting of all tools, items and hard surfaces; disinfected items and surfaces are not to be touched after disinfecting until the next class arrives
- If possible, create sets of equipment to be used by each student
- Students may work on each other as long as measures are in place that meet industry H& S standards (i.e. portable plexi barriers)

## **2.11 Manufacturing/Automotive/Construction/Woodworking/Green Industry**

- Where possible, provide individual safety eyewear and other personal protective equipment to each student to avoid sharing
- If sharing of tools is required among students within a class, ensure that tools are thoroughly disinfected between student use
- Create “tool kits” if possible for each student
- Ensure that additional time at the end of class is scheduled for thorough cleaning and disinfecting of all tools, items and hard surfaces; disinfected items and surfaces are not to be touched after disinfecting until the next class arrives
- Nitrile gloves are available for very specific tasks; but cannot be shared between students and do not replace hand hygiene
- Work gloves/mechanic gloves/aprons cannot be used by multiple students unless they can be effectively cleaned and sanitized between uses

## **2.12 Communications/Graphic Design**

- Limit device sharing and assign students to specific computer stations
- Make sure all students have been assigned their own headphones with line-in mic
- Space computer stations according to guidelines (2 meters)

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- Create procedures for signing out of materials (e.g., cameras) to reduce lining up in class
- Reduce number of students in studio and adhere to room capacities
- Disinfect all computer stations prior to and after use following TVDSB health and safety protocols and guidelines
- Disinfect all photography, video, & sound equipment prior to and after each student use
- Leverage technology for digital collaboration where normally this may happen in person (e.g., collaborate on a shared *Office 365 Document* for group story boarding)
- Plan outdoor locations for students to do audio, photo, and video capturing, reminding students of physical distancing guidelines
- Consider having students photograph and video at home and edit in class
- Consider digital means, with consent, for sharing and exhibiting student works
- Visual literacy could be discussed in class and practiced at home
- Ensure adequate time is scheduled at the end of each class to properly clean and disinfect all equipment, computers, and hard surfaces in accordance with TVDSB Health and Safety Protocols

**Video Production Rooms**

- Schedule students in these spaces so that they are able to maintain physical distance and to specific areas/tasks

Revision Date:	Comments
September 24, 2020	In activities that involve passing or sharing of equipment among students: <ul style="list-style-type: none"> <li>• limit the size of the group to the minimum required for the activity;</li> <li>• the teacher <i>must</i> record the names of students in each grouping;</li> <li>• instruct students not to pick up/make contact with equipment being used in a group they are not part of (i.e. to return it to the group)</li> <li>• students will engage in proper hygiene prior to and immediately after the passing or sharing of equipment and, if possible, during the activity;</li> <li>• The equipment being shared must be thoroughly sanitized prior to use by another group or class</li> </ul>
September 29, 2020	Removed Music/Vocol from this protocol, New Protocol 19 Music is to be used to reference Music

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