

The following document contains health & safety information for all Ministik School Educators (Teachers and Support Staff) reporting to work for the 2021-2022 School Year

- [Moose Factory Ministik School Community Back to School Plan ~ 2021-2022](#)

[MCFN updated bylaw 1609 effective until April 1, 2022](#)

Directed Remote At Home Learning

*The following updates to our school working hours & locations will be in effect for **directed Remote At Home Learning** until further direction is received from our Board of Trustees, local leadership, MCFN and the Pandemic Emergency Operations Team.*

- Teachers, EAs, ECEs and all school staff, not under quarantine as outlined in [MCFN updated bylaw 1609 effective until April 1, 2022](#) will be permitted to access the school from **7am - 5pm** to complete work tasks and/or gather teaching and learning materials.
- Maintenance & custodial staff are to follow direction from their immediate supervisor.

In School Learning & directed Remote At Home Learning

*The following guidelines will be in effect during both **In School Learning** and **directed Remote At Home Learning**:*

- Moose Factory Ministik School and the Moose Factory Island District School Area Board will remain CLOSED to the public. Only designated students and staff may access the school. School Visitors may access the school only by appointment, pre-approved by the Principal. Please call the school office to make an appointment 705-658-4535.
- Employees of Ministik School who travel outside the Moosonee/Moose Factory area and are partially vaccinated, are eligible to attend work following a negative rapid test and provided they are utilizing required PPE

Self-Screening

All members of our school community, (students, staff and school visitors) must self-screen before entering Moose Factory Ministik School. The use of this online self-assessment tool is required: <https://covid-19.ontario.ca/school-screening/>

Ill individuals should not attend school. If an individual (student or staff member) develops symptoms and their self-screening indicates they should stay home and seek testing, their siblings and other household members are required to stay home, self-isolate, and contact MFHC for further guidance. **All Staff Members MUST follow the expected practice of notifying their direct supervisor if they are unable to attend work.**

Any member of our school community experiencing any symptoms of COVID-19 must stay home from school and should seek testing and appropriate medical attention by contacting Moose Factory Health Center 705-658-4220.

→ In case of emergency, please visit the Weeneebayko General Hospital Emergency Department. If you need an ambulance, call 705-658-1111.

Physical Distancing

Moose Factory Ministik School promotes physical distancing whenever possible. Enhancements to our school environment include:

- Routine instruction and reminders for all members of the school community to maintain a 2m personal space bubble, whenever possible.
- Signs and visual cues posted at entrances, hallways, washrooms and common spaces.
- Shared spaces will be arranged to maximize space between staff members; excess furniture will be removed. Limits to the number of staff accessing a single space will be in place.

Hand Washing, Masks & General Personal Hygiene

All members of our school community will engage in routine hand washing, including the use of hand sanitizer when soap and water is not available, appropriate use of face masks and PPE, and general personal hygiene practices.

Hand Washing Protocol & Guidelines

All members of the school community will wash their hands with soap and water for a minimum of 20 seconds upon entering the school, before lunch, after lunch, after using the washroom, and before exiting the school.

Hand Sanitizing Protocol & Guidelines

When access to sinks, soap and water is not possible, members of the school community will use hand sanitizer for a minimum of 20 seconds.

Students will be instructed and reminded to use proper hand sanitizer techniques.

Masks (reasonable exemptions for medical conditions must be documented with the Principal)

- School staff are required to wear masks indoors and outdoors when physical distancing is not possible.
- Non fit-tested N95 masks, medical masks, eye protection (goggles or face shields) and appropriate PPE will be provided for all school staff who are regularly in close contact (within 2m) with students
- School staff are required to wear full PPE (masks, eye protection, gowns, and gloves) in the event they are required to supervise an individual with a suspected case of COVID 19. In most cases, this will be the school Principal or Vice-Principal.

General Personal Hygiene

All members of the school community will support our enhanced cleaning and sanitizing protocols by ensuring that their personal belongings and learning materials are kept tidy, well organized and stored effectively.

- Keep personal work areas clean; regularly sanitize hands and surfaces of work materials
- All members of the school community will practice effective personal hygiene including cleaning hands, coughing and sneezing into sleeves, and wearing appropriate face masks and PPE.
- Disinfecting products will be available for staff to use as they feel comfortable.

Shared Spaces

School Office

- Access to the school office is limited to those staff working in this location or those who are accessing the office for a specific purpose. Those seeking to access the school office must request and be granted access by the Office Administrator(s) or the Principal or Vice-Principal
 - Only one additional staff member is to be present at one time in each of these locations: office administrator desk area, office (OSR cabinet) back room, Principal and/or Vice Principal office area

Staff Room

- Access to the Staff Room is limited to one person per table, one person per couch, one person per washroom and one person at the staff mailbox area.
- Staff utilizing the fridge will need to use a disinfectant wipe on the door handle before and after use. Items stored in the fridge must be in a non-porous container.
- There will be no sharing of food or utensils.
- Staff will use an entrance door and an exit door.

Library

- Access to the library is limited.
- The library is NOT to be used as a method of travel between floors.

Training Videos

How to hand wash: <https://www.publichealthontario.ca/en/videos/ipac-handwash>

How to hand rub: <https://www.publichealthontario.ca/en/videos/ipac-handrub>

Putting on full PPE: <https://www.publichealthontario.ca/en/videos/ipac-fullppe-on>

Taking off full PPE: <https://www.publichealthontario.ca/en/videos/ipac-fullppe-off>

Putting on mask and eye protection: <https://www.publichealthontario.ca/en/videos/ipac-maskeyes-on>

Taking off mask and eye protection: <https://www.publichealthontario.ca/en/videos/ipac-maskeyes-off>

Putting on gloves: <https://www.publichealthontario.ca/en/videos/ipac-gloves-on>

Taking off gloves: <https://www.publichealthontario.ca/en/videos/ipac-gloves-off>

Putting on gown and gloves: <https://www.publichealthontario.ca/en/videos/ipac-gowngloves-on>

Taking off gown and gloves: <https://www.publichealthontario.ca/en/videos/ipac-gowngloves-off>