



Kyah Wiget Education Society

Adult Education Department

COVID 19 RESPONSE PLAN

Introduction

Kyah Wiget Education Society takes the COVID 19 pandemic very seriously to ensure our students and the Witsuwit'en community remain safe during these uncertain times. We must all do our part to help protect the most venerable, especially our elders and those susceptible to the virus, and we need your help for this plan to be successful.

This handbook is written in accordance with measures set forth by the Provincial Health Officer, First Nations Health Authority, and the World Health Organization. In consideration of the Post-Secondary Go-Forward Guidelines, the purpose of this document is to provide information and safety protocols to keep both ourselves and others as safe as possible.

Understanding COVID-19 Symptoms

The most common symptoms are: fever, tiredness, and dry cough. Some experience aches and pains, nasal congestion, runny nose, sore throat, or diarrhea. One can become infected without developing symptoms.

Most people (80%) recover without needing special treatment.

Older individuals, and those with underlying medical problems such as high blood pressure, heart problems or diabetes, are more at risk. People with fever, cough, and difficulty breathing should seek medical attention immediately. It is vital that we work together to protect the vulnerable.

Protocols - Before, During, After Sessions.

Consent of participant.

By accepting enrolment into the program and for the duration of the deliverables, participants acknowledge the given circumstances and consent to adhering to the protocols, rules, and guidelines as stated below. If at any time a participant wishes to discuss concerns or other circumstances regarding their unique situation, please address any matters to the department administrator Hildegard Scholtz 250 847 2244 ext 603

Your Responsibilities: Before Class.

All students, faculty, guests, and visitors must assess themselves daily for COVID-19 symptoms prior to attending the classroom facility. The expectations are that each individual completes a self-assessment on their own accord. **If you feel ill or are displaying any symptoms which may put your those around you at risk, stay home and contact the health centre immediately.**

The BC COVID-19 self-assessment tool is available online to be used and/or to help develop assessments.

Access using this link: <https://bc.thrive.health/covid19/en>

In-Class Rules & Guidelines.

- Wear a face mask at all times during class, on buses and in group situations.
- Use hand-sanitizer as provided.
- Adhere to assigned seating plan.
- Do not share devices, pens, or other personal items.
- Be aware of common high-traffic areas within the class, and the facility.

- Be respectful of the space of others and their belongings.
- Washrooms – ensure distancing and capacity limits; and Follow any additional protocols communicated over the duration of the program.

Cleaning Instructions

All students must wash their hands upon arriving, before and after breaks, after handling materials, before and after handling common tools and equipment, etc.

Wipe down your own seating area and surfaces at the start and end of each classroom session. Disinfectant provided.

What will be provided

- Small Hand Sanitizer.
- Disposable gloves (if desired)
- Cleaning materials.

Students will provide

Each participant will provide his/her own FACE MASK.

The Adult Education department asks all individuals to wear non-medical masks in any common areas of the building including classrooms, hallways, bathrooms or as indicated.

Please note that the use of individual face masks policy may be subject to change based of levels of transmission in the community and in situations or activities where physical distancing cannot be maintained.

The classroom

The classroom will be equipped with hand sanitizer bottles for regular use. A variety of cleaning supplies for sanitary measures will be present, meeting the standards required by public health guidelines.

Seating will be arranged in a way that will uphold social distancing parameters, with assigned seating to be established by the program coordinator or teaching staff to limit common touch-points.

For Instructors and Guests

The classroom will be equipped with both disposable face masks and gloves for instructors and guests to utilize at their discretion. Additionally, regular check-ins with program coordinators prior to departure, and upon return from their sessions are required.

Mental Health Resources

An individual may be experiencing anxiety, depression or other mental health challenges arising from the COVID-19 pandemic. Resources are available to support mental health and wellbeing, including:

- Culturally-aware crisis support available 24/7 to Indigenous people in B.C. through the KUU-US crisis response service.
Adults/Elders (250-723-4050) Toll Free Line (18005888717)
<https://www.kuu-uscrisisline.ca>
- Here2Talk, offering mental-health counselling available 24/7
<https://here2talk.ca/home>
- Witset Community Health Centre Mental Health Counsell. Call Joann Lameck to book an appointment at [\(250\) 847-9328](tel:2508479328), extension 408.
<https://www.witset.ca/copy-of-patient-travel-3>
- Kyah Wes Adult Education staff. Call 250 847 2244

Communication plan overview

The purpose of a communication plan is to provide insights on how COVID-19 details in relation to the program will be shared if the necessary situation arises.

Emails and other methods of communication may be used by either Program Managers or Executive Programs staff, should further details regarding COVID-19 communications be deemed necessary. It is critical that participants provide to the administrator any change of address, phone number or primary email to ensure our records are current.

Venues in which classes are held will operate under their own tailored safety parameters and protocols. As guests in their facilities, we must be respectful, and in addition, follow the signage and instructions they provide to us. This may be seen in the form of one-way doors or walking areas, marked arrows on the ground, etc.

Participants to update program manager

Anyone with symptoms associated with COVID-19 as well as anyone who has travelled outside of British Columbia or Canada in the previous 14 days, or anyone identified as a close contact of a person with a confirmed case of COVID-19 must self isolate in accordance with guidance from the BC Centre for Disease Control.

It is imperative that if any of the above apply to a participant, that participant promptly contact Hildegard Scholtz 250 847 2244 ext 603

If a case regarding COVID-19 arises

All adaptations to the program structure, delivery, and other logistics would be promptly communicated to all parties, as described in the Communication Plan section.

Contact Tracing

Attendance will be taken at the beginning of each class, in order to have accurate contact tracing records. Of equal importance, it is required that the full names and contact information for each guest or instructor who enters the classroom facility, equally detailed tracking will be kept.

By signing this document, you agree to abide by the rules and undertake your personal responsibilities as stated above. Failure to follow these guidelines could result in a temporary or permanent exclusion from class.

Student name (Please print)

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Student Signature

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Date:

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