COVID – 19 Preparedness and Prevention Plan Outline

The COVID-19 pandemic is forever changing - this safety plan is reviewed and revised on a

regular basis to make the required updates set forth by the Ontario government.

Resources are available by visiting the COVID-19 Website for up-to-date information.

<http://covid-19.ontario.ca>

Proposed Guidelines to keep Brighton School and Brighton Launch safe from COVID-19:

**Phase I**

How we are ensuring individuals (students), staff and essential visitors (families) are safe from exposure to COVID-19:

* Hired a Consultant specializing in Pandemic Preparedness and Response, Infection Prevention and Control and Occupational Health and Safety
* Site visit conducted on July 8, 2020 at the Brighton School located at 240 The Donway West, Toronto, ON M3B 2V8 and the Brighton Launch located at 40 Wynford Drive, Suite 202, Toronto, ON M3C 1J5
* Risk assessment completed outlining required items to be considered for Phase I reopening
* Communication package including details of the Brighton School/Launch COVID-19 Preparedness and Prevention Plan outlining steps in Phase I of the reopening action plan to be completed

How we are screening for COVID-19

* Active and Passive Screening Protocol developed based on Public Health guidance and recommendations from Ministry of Health
* All required signage will be strategically placed throughout the School and Launch Program
* Passive screening information will be sent to all Families
* Active screening questionnaire will be complete and shared with Families
* Temperature monitoring will be conducted for all staff, students and essential visitors
* Essential Visitor log will be kept tracking all who were screened and the results
* All staff will be trained on the screening protocols

How we are controlling the risk of transmission at each site

* All relevant public health guidance will be incorporated, where applicable, into the development of the Brighton School and Launch operational COVID-19 Preparedness and Prevention Plans
* All staff will complete Infection Prevention and Control Training
* An infection lead will be designated to address and improve infection control based on public health advisories
* All staff will be required to wear a mask for source control
* Essential personal protective equipment will be available, and staff will be trained on its use and limitations

How we are enabling physical distancing and separation

* Physical barriers, where possible, will be placed strategically to create a safe space and promote physical distancing
* Redesign and reorganization of space, work processes, activities and programming will facilitate safe reopening of the School and Launch programs allowing for safe distancing
* A multi-phased action plan approach will be used to reopen and bring online programs and services in consultation with an Infection Control Consultant and public health minimizing risk to staff, students and their families

How we are carrying out enhanced cleaning and disinfecting

* Enhanced Environmental Cleaning Protocol is developed and communicated to all staff
* Hospital grade cleaner/disinfectant with a drug identification number (DIN) product will be used according to Health Canada and IPAC guidelines
* Contact time, as indicated on the disinfectant’s manufacturer’s instructions for use, are adhered to
* High touch surfaces are cleaned at least twice per day. A list of the high touch surfaces, who is cleaning them and when they were cleaned are recorded daily
* Equipment that cannot be dedicated to a single student will be cleaned and disinfected between use with other students
* Policies and procedures regarding enhanced environmental cleaning when a person is identified to be symptomatic, probable or confirmed to have COVID-19 and recently visited the school
* Staff will receive instructions (both written and through online training) on how to ensure the environment is clean and disinfected

Other measures taken to prevent the risk of contracting COVID-19

* Occupational Illness reporting policy will be developed
* An assessment will be completed to bring Brighton School and Launch into compliance will all applicable Occupational Health and Safety legislation
* Audits will be conducted at scheduled intervals to gage response and inform reopening strategy
* Progression through the phased approach will be dependent on public health guidance and strict adherence to the COVID-19 Preparedness and Prevention Plan

Next Steps:

1. Finalize multi-phased action plan for reopening (based on draft document prepared by administration) of Brighton School and Launch programs and services based on recommended Public Health and Provincial Government Directives
2. Develop recommended policies and procedures as recommended through the completion of the risk assessment and site audits
3. Finalized COVID-19 Preparedness and Prevention Plan and make available to all staff, families and essential visitors, as necessary
4. Finalize staff education and training materials – develop training schedule
5. Host Family Webinar – prepare communication plan, materials to share with families re: passive and active screening protocol, revised program structure, outbreak management guidelines, etc.