



## COVID-19 Return to School Safety Procedures

(Draft)

The Riverside College School Safety Procedures builds on the Mission Public School District Return to School Safety Plan. This plan is site specific to Riverside College.

### Career and Trades Programs

- Staff will be required to complete the Daily Health Check before coming to the school.
- Staff will be required to enter the building through the Main Entrance.
- Students will be assigned to certain entrances in the school and will be granted access to the school when the instructor lets the students into the building. (Please see map for student entrances)
- Students will be required to go directly to their classroom where they will need to sanitize their hands or access the washrooms to wash their hands.
- Staff will need to verbally check with students in their program that they do not have the symptoms of COVID-19.
- Student attendance will be taken daily.
- During breaks in the day, staff and students will be required to wear a mask when they are not able to socially distance from each other.
- When walking through the building, staff and students should travel down the right-hand side of the hallways and stairs (following directional arrows on the floor).
- All visitors/clients must report to the office. (for non-district staff- no drops ins must have appointments)
- When socially distance measures cannot be maintained, staff and students will be required to wear masks.

### Continuing Education

- Continuing Education students must report directly to room 201 where they will be required to sign-in when they arrive and sign out when they leave.
- Students will need to check off that they do not have any of the symptoms of COVID-19
- Students will be required to sanitize their hands when entering the classroom.
- Continuing Education students will be required to remain in the classroom while at Riverside College.
- Students wishing to write exams in Continuing Education or to meet with the Educational Assistant will be required to make an appointment.
- Students who are dropping off assignments outside of Continuing Education class time will drop their work off at the main office.

