



2021 – 2022

COVID-19
SUPPLEMENTAL

PARENT HANDBOOK

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Unfortunately, the COVID-19 pandemic is still impacting us all. Please continue to follow all public health guidelines for the health and safety of your family, and the wider community.

Vaccination continues to be the most effective means getting the virus under control. Please visit the City of Hamilton's vaccine information website at <https://www.hamilton.ca/coronavirus/covid-19-vaccine-resources>.

Their vaccine hotline is another resource that is available to everyone at 905-974-9848 ext. 7

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Different Realities and Expectations


Schooling during a pandemic continues to be unlike any school year your children, or any of us, have experienced before. There will be significant changes to the routines we are used to, and to the educations your children will receive.


The ongoing COVID-19 pandemic has necessitated changes to almost every aspect of schooling.


While school is open and children can attend full time, five days per week, there are new things to get used to and new expectations and realities to accept.


 **Your children will be home from school more frequently and for longer periods than ever before.** Strict exclusion criteria mean that your child will not be permitted to attend or remain at school if they have or develop even the most common of symptoms [see “Lyonsgate COVID-19 Exclusion of Sick Children and Staff Policy and Procedures” for details]. **It is essential that you do not send children to school if they have any of the symptoms, to any degree, that are listed on the daily screening form.**

 **Daily Screening:** you are required to complete a screening process for your children every day. This means completing either an online form between 5:00 a.m. and the time you arrive at Lyonsgate to drop your child off or completing the screening process in person when you arrive with your child. If your child fails the screening process they will not be permitted to enter the building. **Parents must be available to take children home immediately from the screening area.**

 **Strict Schedules:** in order to ensure the integrity of the cohorts, minimize congestion, and make any required screening processes as efficient as possible it is essential that we all stick to strict schedules when it comes to dropping off and picking children up from school.

 **Health over Education:** the enhanced health and safety protocols in place to protect your children and families mean that our teaching staff will be spending more time encouraging and reminding about physical distancing, cleaning and disinfecting, ensuring proper and regular hand and personal hygiene, and possibly assisting children with masks.

 **Masks:** your children’s teachers, and all school staff, will be wearing masks and face shields. All Elementary students and 2nd and 3rd year Casa students are required to wear face covering masks. Younger Casa and Toddler children (over age 2) may be wearing masks at school, as each family wishes or as public health guidance dictates.

 **Irregular Operations:** school operations will be different almost every day. Ill staff cannot come to work and coverage and flexibility is necessary. We may not answer the phone or reply to emails promptly, and updates will be different and irregular.

Quick Reference Important Information

Daily Screening:

All Lyonsgate staff, and all parents, must complete the provincial School Screening tool each morning before bringing children to school. A link to the provincial School Screening tool can be found on the Home page at lyonsgate.ca.

As much as possible, parents should not enter the premises.

Personal belongings must be minimized. If brought to school, items must be labeled and kept in the child's designated area.

Provincial School Screening tool

[Click here to access the provincial School Screening tool](#)

When your child is sick

If your child is “excluded,” refer to the “Home” or “School” Decision Charts from Hamilton Public Health:

[Sick Child at Home Decision Chart](#) (chart also below)

[Sick Child at School Decision Chart](#) (chart also below)

Public Health COVID Test Booking Website and Phone Number:

Hamilton Public Health's COVID-19 test booking website: hamiltoncovidtest.ca

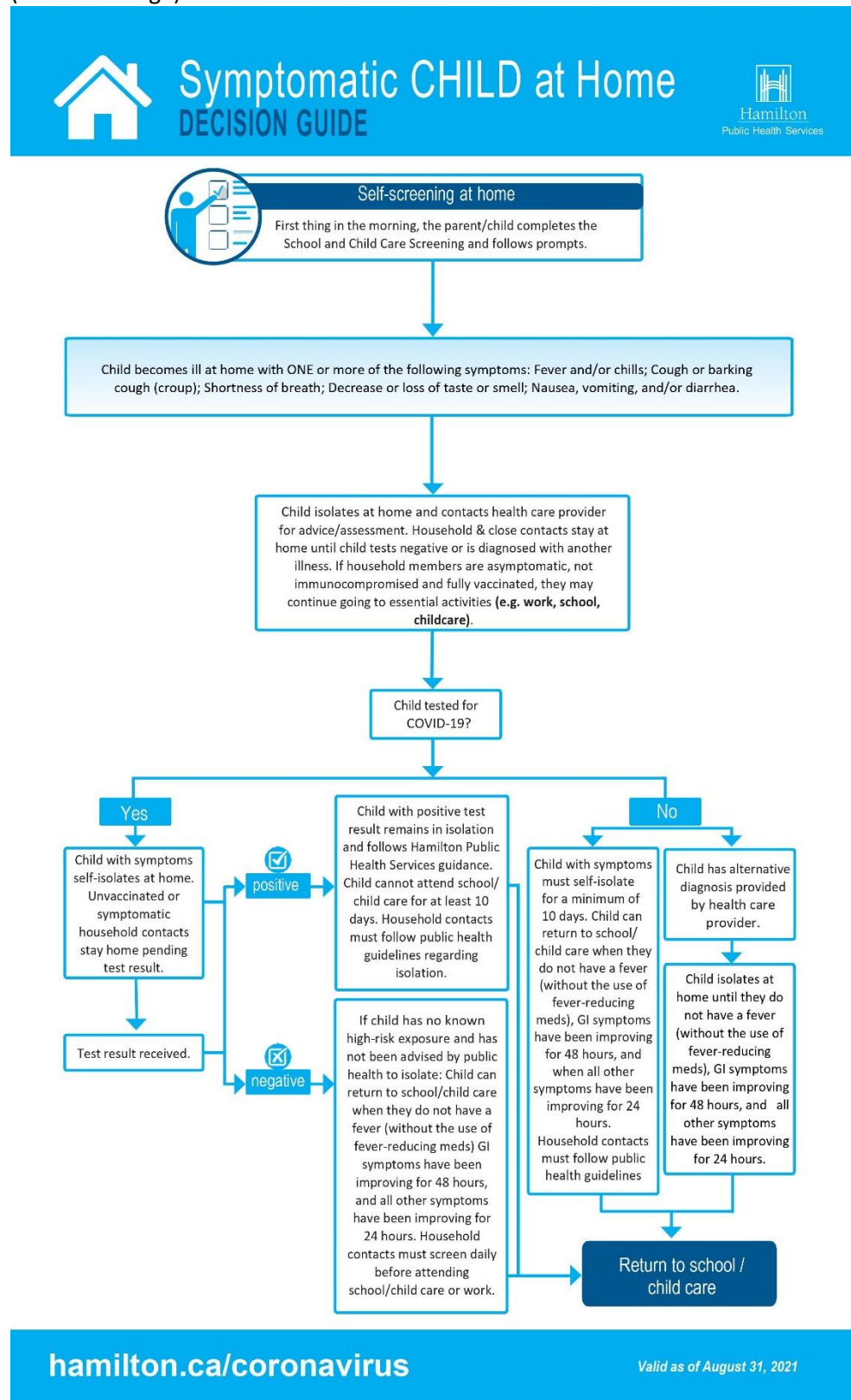
Hamilton Public Health's COVID-19 information phone #: 905-974-9848 option 2

Return Attestation Form

When your child is ready to return to school, you must complete a Return Attestation form. [Click here to complete a Return Attestation](#).

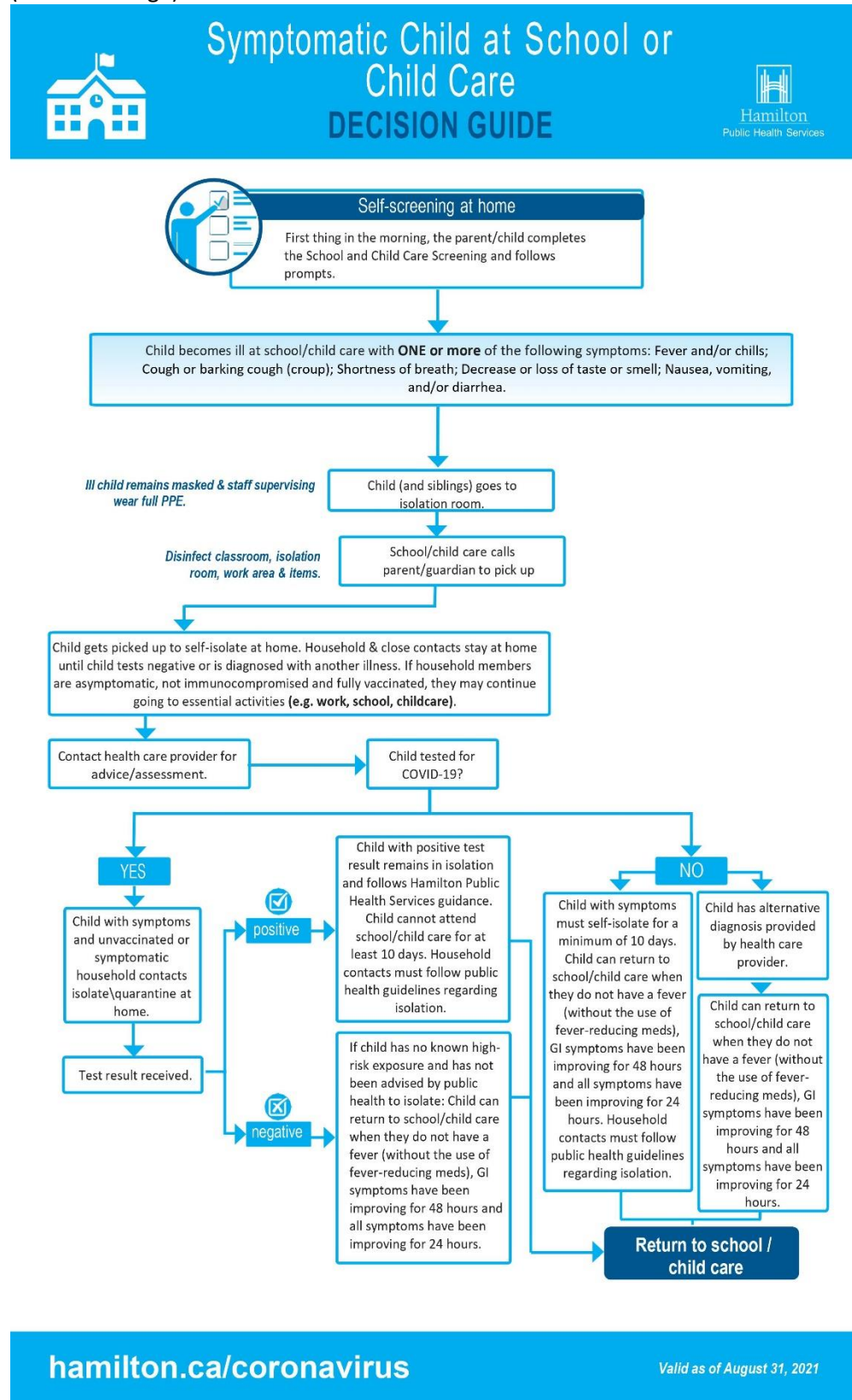
Sick Child at Home Decision Chart

(click to enlarge)



Sick Child at School Decision Chart

(click to enlarge)



Info and FAQ from Hamilton Public Health When Positive COVID-19 Cases are Present

Supporting Your Child Who Has Been Identified as Close Contact

Keep your school and child care community safe. Follow HPHS advice.

If your child has been told to isolate:

✓ Your child should stay home. Your child should only leave the home if they require COVID-19 testing, or emergency medical care. Your child should not go to school, child care, work, or other public places.

✓ Your child should avoid contact with others as much as possible:

- o Only have visitors who you must see for critical reasons (for example, care providers).
- o Your child should stay in a separate room away from other people in your home as much as possible and use a separate bathroom if available.
- o Your child should keep a physical distance of at least two metres (six feet) from others in your home as much as possible.
- o You and your child should wear a mask that covers the nose, mouth and chin if you cannot maintain a physical distance.
- o Do not share personal items as much as possible (e.g. linens, personal electronics).

✓ Clean or disinfect high-touch surfaces often.

✓ Everyone should wash their hands often with soap and water or hand sanitizer.

✓ Everyone should cough or sneeze into their upper sleeve or elbow, not their hand.

COVID-19 Policies and Procedures

COVID-19 Exclusion Criteria

Please be prepared to have children at home at a greater frequency and for longer periods than usual throughout the school year.

To address COVID-19, the provincial government has updated what are called “exclusion criteria.” These are the conditions under which children must be excluded from attendance at school, and for how long. As you can imagine, these exclusion criteria have become significantly more strict.

Children are not allowed to attend or remain at school if they exhibit or develop even the most common of symptoms. Children with any of the following symptoms are not permitted to attend school:

- **Fever and/or chills** Temperature of 37.8 degrees Celsius/100 degrees Fahrenheit or higher.
- **Cough or barking cough (croup)** Continuous, more than usual, making a whistling noise when breathing (not related to asthma, post-infectious reactive airways, or other known causes or conditions they already have).
- **Shortness of breath** Out of breath, unable to breathe deeply (not related to asthma or other known causes or conditions they already have).
- **Decrease or loss of taste or smell** Not related to seasonal allergies, neurological disorders, or other known causes or conditions they already have.
- **Sore throat or difficulty swallowing** Painful swallowing (not related to seasonal allergies, acid reflux, or other known causes or conditions they already have).
- **Runny or stuffy/congested nose** Not related to seasonal allergies, being outside in cold weather, or other known causes or conditions they already have.
- **Headache** Unusual, long-lasting (not related to tension-type headaches, chronic migraines, or other known causes or conditions they already have). **If the student/child received a COVID-19 vaccination in the last 48 hours and is experiencing a mild headache that only began after vaccination, select “No” on the provincial screening tool.**
- **Nausea, vomiting and/or diarrhea** Not related to irritable bowel syndrome, anxiety, menstrual cramps, or other known causes or conditions they already have.
- **Extreme tiredness or muscle aches** Unusual, fatigue, lack of energy, poor feeding in infants (not related to depression, insomnia, thyroid dysfunction, sudden injury, or other known causes or conditions they already have). **If the student/child received a COVID-19 vaccination in the last 48 hours and is experiencing mild fatigue and/or mild muscle aches/joint pain that only began after vaccination, select “No” on the provincial screening tool.**

[Note: these same exclusionary symptoms also apply to Lyonsgate staff.]

Children exhibiting any symptoms, or developing symptoms while at school, must be “excluded.” As parents of young children you know that this list will affect everyone at some point during the school year. If a child is excluded for any of these symptoms there are specific protocols we must all follow. Please see the “Sick Child at Home” and the “Sick Child at School” Decision Charts from Hamilton Public Health above.

The likelihood of longer and more frequent than usual absences from school is high for all of us under these conditions.

See the full “Lyonsgate COVID-19 Exclusion of Sick Children/Staff Policy and Procedures” document below:

Lyonsgate COVID-19 Exclusion of Sick Children/Staff Policy and Procedures

Regulations covering when children or staff must be excluded from attendance at Lyonsgate Montessori School are provided by the province of Ontario's "COVID-19 School Screening Tool."

Children who have an infectious illness that may be communicable must not enter a child care or school facility while infectious.

In response to COVID-19, it is critical that schools and licensed child care providers ensure staff and children are screened and excluded as appropriate.

If you bring your child to school at either Lyonsgate campus, it is assumed you have completed and passed self-screening every day prior to arrival.

Pandemic or not, please do not send children to school if they are unwell.

When to Exclude

In alignment with the province of Ontario's "COVID-19 School Screening Tool":

Single symptom at screening:

Children and staff with any new or worsening symptom of COVID-19, **even those with only one symptom**, must:

1. Contact the school/child care to let them know about this result.
2. They and their entire household must isolate (stay home) and not leave except to get tested or for a medical emergency.
3. Talk with a doctor/health care provider to get advice or an assessment, including if they need a COVID-19 test.
4. Retake this screening every day before they go to school/child care.

If you think they have a cold or the flu, they should still talk with a doctor or get tested. Symptoms are similar to COVID-19.

A child/staff should be excluded when displaying any signs or symptoms of illness or if the child is unable to participate in regular programming because of illness.

Siblings or other people you live with:

They must stay at home until the student showing symptoms tests negative, or is cleared by your local public health unit, or is diagnosed with another illness.

Going to school/child care again:

Not sure about returning? Talk with a health care provider.

If they test negative (they do not have the virus):

They can return to school/child care if all the following apply:

- they do not have a fever (without using medication)

- it has been at least 24 hours since their symptoms started improving
- they were not in close physical contact with someone who currently has COVID-19

If they test positive (they have the virus):

They can return to school/child care only when they are cleared by your local public health unit.

If they do not get tested:

They must isolate for 10 days. They may be able to return earlier if all the following apply:

- a doctor diagnosed them with another illness
- they do not have a fever (without using medication)
- it has been at least 24 hours since their symptoms started improving

If you do not talk with a doctor:

They must isolate for 10 days. After the 10 days, they can return only when all the following apply:

- they do not have a fever (without using medication)
- it has been at least 24 hours since their symptoms started improving

Note: A medical note or proof of a negative test is not required to return. Parents are required to complete a Return Attestation form (available on the Home page at lyonsgate.ca) when the child is ready to return to school.

When children become ill at school:

- If a child or staff member becomes ill while in the program, they should be isolated and family members contacted for pick-up. If the ill person is a child, a staff member should remain with the child until a parent/guardian arrives. Child care/school staff should be asked to self-isolate and avoid taking public transit home.
- Sibling(s) of the symptomatic child also need to be excluded from the program and should be isolated from the rest of their cohort until they are picked up.
- If tolerated and above the age of 2, the child should wear a surgical/procedure mask.
- The child care centre/school should specify where the isolation room will be and who will be responsible for monitoring the child. At Lyonsgate, the following areas and staff members are the designates for isolation:
 - **Primary Campus:** the designated isolation area is the area at the bottom of the stairwell (formerly used as the Elementary cloak room area). The designated staff member to remain with the isolated child is Sarah Kennedy.
 - **Elementary Campus:** the designated isolation area is the entrance/hallway area at the front door entrance to the building. This area is accessible from both cohort areas but is not used as a regular space by either cohort. The designated staff member to remain with the isolated child is Jason Phillips.

- Anyone providing care to the ill individual should maintain as much physical distance as possible. If physical distancing is not possible (e.g., if a young child needs comfort) staff/providers should consider added PPE (i.e., gloves, gown).
- The person caring for the individual should wear a medical mask and eye protection and be trained on proper use of PPE, including donning and doffing.
- The child care/school staff should also avoid contact with the child's respiratory secretions.
- Staff member must perform hand hygiene after any contact with the ill child.
- If a separate room is not available, the ill child should be kept at a minimum of 2 metres from others. This may be achieved by using physical barriers, floor markers, etc.
- The ill child should be provided with tissues and reminded of hand hygiene, respiratory etiquette, and proper disposal of tissues.
- Cleaning of the area the separated individual was in and other areas of the child care/school setting where the ill individual was should be conducted as soon as reasonably possible after the ill individual leaves.
- All items used by the ill person should be cleaned and disinfected by the cleaning staff designated for that cohort. Any items that cannot be cleaned (paper, books, cardboard puzzles) should be removed and stored in a sealed container for a minimum of 3 days.
- The ill individual and/or their parent or guardian be advised to use the online self-assessment tool and follow instructions which may include seeking medical advice or going for testing for COVID-19.

Reporting

Communication protocols to update and inform necessary stakeholders within the child care/school community while maintaining confidentiality of the ill individual should be initiated (e.g., contact the school, home child care agency, City of Hamilton Public Health and/or ministry through a Serious Occurrence Report as applicable).

Operators must ensure that staff are aware of the current reporting requirements.

Please refer to the City of Hamilton – COVID-19 Reporting Requirements document and the “Lyonsgate COVID-19 Reporting Requirements Policy and Procedure.”

Contacts of a COVID-19 Case

- Children or staff who have been in contact with a COVID-19 case should follow Public Health's recommendation on isolation and testing.

Health and Safety Measures

There are a number of strictly enforced policies put in place as required by various pieces of legislation and operational guidance from both the provincial government and Hamilton Public Health to ensure a high degree of COVID-19 risk mitigation:

Staggered Starts: Both campuses will have staggered start times for cohorts and students to reduce congestion and to allow for any mandated on-site active daily screening.

Daily Screening: **If you bring your child to school at either Lyonsgate campus, it is assumed you have completed and passed self-screening every day prior to arrival.**

Pandemic or not, please do not send children to school if they are unwell.

Parents and guardians are to screen their children for symptoms of illness every day. The [*provincial COVID-19 screening tool*](#) is available to support parents and guardians to meet this requirement.

Parents or guardians of any child that has not completed the screening for symptoms prior to arriving at the child care setting will be required to complete screening prior to entry.

Any child that does not pass the on-site screening procedures will be asked to return home and self-isolate. *See the provincial COVID-19 screening tool for symptom screening, monitoring and isolation procedures.*

Masks: All staff at both Lyonsgate campuses are required to wear surgical/procedure masks at all times throughout the school day.

All Elementary students are also required to wear masks indoors, but they can be the cloth type.

Casa students in their second or third years of the program (equivalent to JK/SK age) are required to wear non-medical (cloth-type) masks.

First year Casa and Toddler students are not required to wear masks but it is very strongly recommended if they are able to do so and you wish them to (masks are not recommended for children under the age of 2).

Mask Guidance for Parents

In a Montessori classroom, we aim to help our students learn necessary practical life skills. We are committed to helping our students learn to help protect themselves from coronavirus by following recommendations from public health.

This includes practical life lessons in handwashing, safely wearing and handling masks, and managing physical distancing.

Research suggests that wearing a cloth mask helps to reduce the risk of transmission for your child, and has the added benefit of also protecting others.

As children are required to wear masks in their daily lives (going to any public place such as the library or a store), wearing a mask has now become a skill each child needs to learn. Just as they learn to tie their shoes, cover coughs and sneezes, and safely cross the road, they need to learn to wear a mask safely and effectively.

Your child will receive presentations on proper use of a mask (taking it off and putting it on, storing masks).

If your child is experiencing difficulty with wearing a mask, we will discuss with you how to best support them in learning this life skill.

We will assist your child with adjusting a mask if assistance is needed or requested. We will follow public health guidelines by performing hand hygiene both before and after assisting a child with a mask.

We will provide your child with opportunities to have breaks from wearing a mask throughout the day. When going outside the school building, your child is not required to wear a mask.

- Morning snack breaks and lunch are mask-free, and may be outside (weather permitting).
- Students are not required to wear a mask outside.
- Lessons at the Elementary campus will be in the backyard (weather permitting) as frequently as possible, both morning and afternoon. Students may choose to take appropriate work to the backyard during the work cycle.

All students will be prompted to switch to a fresh mask following the lunch/recess period midday.

We have provided a short list of suggestions to help you prepare your child to wear a mask at school.

Suggestions for preparing to wear a mask at school:

- Encourage your child to think about wearing their mask indoors the same way they think about wearing a coat outdoors in winter. It might be uncomfortable at first, but they will get used to it.
- Before your child returns to school, practice with the mask at home for a short period of time, such as half an hour. Slowly increase the amount of time your child wears their mask.
 - Is it comfortable? Are the ear loops adjusted to fit?
 - Does the mask stay in place when talking and walking?

- Can your child put their mask on without assistance (avoid use of long ties that may be difficult for the child to manage but note we will provide assistance as needed).
- Consider including your child in selecting a colour, pattern, etc. that they like.
- Provide at least 3 clean masks daily in a paper bag (2 per day plus 1 spare).
- Provide a sealable plastic bag for used masks.
- We strongly recommend that each Elementary student have a waist pack to store masks and a small container of hand sanitizer. This is particularly useful when going out.
- Students are welcome to use mints following a snack or meal before replacing their mask.
- Remember to remove used masks from your child's backpack daily and replace with fresh ones!

Classrooms: Each classroom will become a “cohort.” The Ministry, and us, and you, we’re sure, recognize that physical distancing will not always be possible in a classroom. That said, each classroom is re-arranged to encourage physical distancing by removing anything that is not essential to Montessori education (for example, small couches for communal reading areas) and by separating and spacing the available work areas so that distancing becomes natural and not enforced.

Ventilation: As weather allows, we will also keep all windows open in each classroom for fresh air ventilation. Each classroom will have a HEPA filtered air filtration unit.

Cohorts: Once in their classroom/cohort, children will not interact with children or staff in the other classrooms/cohorts. Each cohort will have a separate recess. There will be a need for other staff to enter the classrooms at times (to deliver food, to cover breaks, or deliver educational services, for example).

Snacks: We will have scheduled group snacks with each child being served an individual portion. Children are also required to have their own personal, labeled water bottle that they must bring to and from school, pre-filled, each day (water for re-fills will of course be available).

[Note on labeling: please make sure EVERYTHING is labeled with the child's name].

Lunch: Similar to snack, children will be served individual lunch portions at a scheduled time in their classrooms. Elementary children will continue to bring lunch from home. Public Health has asked us to emphasize that children should be able to be self-sufficient with any food brought from home in terms of packaging and preparation so that it does not need to be handled by staff, as much as possible.

Cleaning and Disinfecting: guidance from the Ministry of Education for the 2021.2022 school

year states: “The risk associated with transmission with shared objects is low. Instead of regular cleaning of shared objects, the focus should be on regular hand hygiene and respiratory etiquette to reduce the risk of infection related to shared equipment.”

Classroom staff at both Lyonsgate campuses will perform any cleaning and disinfecting within the cohort classroom that may be required due to contact related to a student who becomes symptomatic, or otherwise potentially contaminates any part of the environment (for example, by coughing or sneezing on a surface, or by otherwise contaminating a part of the environment with mucous, phlegm, or respiratory droplets).

Each cohort classroom will be cleaned and sanitized twice daily: when the students are outside for recess and after hours by a contracted cleaning service to ensure a sanitized and disinfected environment for each new school day. Cleaning and sanitization will include each classroom’s washroom(s) and all surfaces, including tables and chairs, and high touch surfaces including doorknobs, light switches, handrails, handwashing sinks and areas, and cloakroom/cubby areas, according to the following schedule and roles.

*Note: Frequently touched surfaces include but are not limited to washrooms (for example toilet fixtures, faucets), eating areas (for example, tables, sinks, countertops), doorknobs, light switches, handles, desks, phones, keyboards, touch screens, push buttons, handrails, computers, photocopiers, sports equipment, water fountain knobs. **These areas must be cleaned and disinfected at least twice per day and more often as needed.***

Staggered Dismissal: At the end of each day, each cohort will have a specific dismissal period to avoid congestion and cross-cohort interaction. These dismissal periods tie-in to the staggered arrival times — ie. if you start earlier in the morning, you will be ending earlier in the afternoon. Unfortunately, to preserve the integrity of the cohorts there cannot be separate After or Extended Care at the Primary campus this year.

Remote Learning

The goal this year seems to be to keep students in school. If the circumstance arises that schools or specific cohorts are closed, information regarding remote learning will be shared.

In general, families will be provided with materials and instructions to assist in continuing students’ Montessori educations at home in conjunction with regular online video conferencing with their Montessori guides.

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Required COVID-19 Policies

Required Lyonsgate COVID-19 policy documents are included below (“Lyonsgate COVID-19 Exclusion of Sick Children/Staff Policy and Procedures” is above).

Lyonsgate COVID-19 Mask and PPE Policy and Procedure

Mask and PPE requirements at both Lyonsgate campuses during the 2021.2022 school year are guided by the Ontario Ministry of Education documents: “Operational Guidance for Child Care During COVID-19 Outbreak Version 7 – August 2021” and “COVID-19: Health, safety and operational guidance for schools (2021-2022) Version 1 (Released August 3, 2021)”

Lyonsgate Montessori School will abide by all legislated, mandated, or otherwise directed guidance for the use and wearing of masks and other personal protective equipment (PPE), and will develop and implement internal policies and procedures related to masking and PPE wearing to ensure a higher degree of risk management and mitigation.

Masks

- All staff at both Lyonsgate Montessori School campuses are required to wear medical grade masks at all times when indoors. including in hallways and staff rooms (unless eating – but time with masks off should be limited and physical distance should be maintained).
- Eye protection (e.g. face shield or goggles) is required for individuals working in close contact with children who are not wearing face. Eye protection is not required for individuals working with children who wear face protection.
- **Students at the Lyonsgate Primary campus, located at 375 Aberdeen Ave., Hamilton ON, in their second or third years of the Casa program** (school-age children equivalent to kindergarten and above), are required to wear a non-medical mask or face covering while inside the child care premises, including hallways and other shared areas.
 - Masks must cover the nose, mouth and chin without gaping. A properly fitted mask provides better protection.
 - School-age children must wear a non-medical mask before they enter the child care premises. Masks are not to be shared or traded with others.
 - Children may wear their own non-medical masks provided the children’s own mask can be worn in the appropriate manner. Non-medical masks will be available, if needed.
 - Masks may be temporarily removed indoors for the following activities, with a minimum distance of two metres maintained between cohorts and as much distancing as possible within a cohort to:
 - engage in low-contact physical activity
 - consume food or drink
- **All students at the Lyonsgate Elementary campus, located at 248 Locke St. S., Hamilton ON, (equivalent to grades 1-6)** are required to wear cloth masks while indoors in their cohort spaces. Masks may be temporarily removed indoors for the following activities, with a minimum distance of two metres maintained between cohorts and as much distancing as possible within a cohort to:
 - engage in low-contact physical activity

- consume food or drink
- **Students at the Lyonsgate Primary campus, located at 375 Aberdeen Ave., Hamilton ON, between the ages of 2 and 3.8 years** are encouraged to also wear a mask while indoors to the extent that they are able to do so consistently and effectively. However, this remains at the parent's discretion.
- Masks are not recommended for children under the age of two.
- Masks are not required outdoors, but distancing should be encouraged between cohorts as much as possible.

Provision of Masks

- Parents/guardians are responsible for providing their child(ren) (if applicable) with a non-medical mask(s) or face covering.
- Non-medical masks are available at Lyonsgate for school aged children if needed.

Safe Masking Practices

- **Putting on a Mask:**
 - Encourage children to practice hand hygiene before putting on, taking off or adjusting mask.
 - Non-medical masks should fit securely to the head with ties or ear loops.
 - Be large enough to completely cover the nose, mouth and without gaping.
- **Safely Taking Off a Mask:**
 - Encourage children to practice hand hygiene before and after removing the mask.
 - Remove mask by pulling ties or ear loops away from ears.
 - Touch the ties only and not the mask.
 - Put mask into a clean bag or onto a clean surface and keep it separate from other items.
 - If folding, fold so that the interior of the mask is touching together.
 - If not folding, face the interior of the mask away from surfaces like a table.

Personal Protective Equipment (PPE)

- **Isolation Room Staff:** The person caring for the individual must wear a medical mask and eye protection and be trained on proper use of PPE, including donning and doffing. If tolerated, the ill individual should also wear a medical mask.

Reasonable Exceptions

Schools are expected to put in place reasonable exceptions to the requirement to wear masks while ensuring that staff and students are supported to wear masks to the greatest extent possible.

Staff and students with sensory or breathing difficulties may be exempted by the school principal.

As such, Lyonsgate Montessori School will require medical documentation (ie. a “doctor’s note”) that clearly outlines the medical reason that necessitates the exception of any student or staff member from wearing any required mask or other piece of PPE.

Documented exception requirements will be dealt with on a case-by-case basis as the circumstance dictates in order to find a solution that protects both the individual, and the individual’s privacy, and the school community.

Lyonsgate COVID-19 Drop-Off, Pick-up, and Screening Policy and Procedure
re. Child Care and Early Years Act, 2014, ONTARIO REGULATION 137/15, GENERAL,
PART IV.1

SPECIAL RULES RELATING TO THE CORONAVIRUS (COVID-19)

Section 88.5 and 88.6

88.5 (1) Every licensee shall ensure that each child care centre it operates and each premises where it oversees the provision of home child care or in-home services has a coronavirus (COVID-19) policy that is consistent with any direction of a medical officer of health and that includes the following information:

6. A description of the procedures that will be followed when a child is dropped off at and picked up from the centre or premises. O. Reg. 261/20, s. 5.

Reopening after emergency closures

88.6 (5) Every licensee shall ensure that, before any person proceeds beyond the entranceway of a child care centre or home child care premises, the person is screened for symptoms of the coronavirus (COVID-19). O. Reg. 261/20, s. 5

Direction from City of Hamilton Public Health Services:

Hamilton Public Health Services have chosen to not release local guidelines for licensed child care centres or schools for the beginning of the 2021.2022 school year.

Drop-off and Pick-up Procedures

Personal belongings must be minimized. If brought to school, personal belongings must be labeled and kept in the child's designated area.

Toddler Drop-off and Pick-up Procedure:

- At drop-off, please wait with your children until the pathway to the entrance is clear to avoid congestion and to maintain proper physical distancing.
- At pick-up, please arrive in the same Group 1 or Group 2 as at drop-off, in 15-minute increments as indicated on the schedule above.
- A cohort staff member will greet you at the first gate and will escort your child to you from the playground (or classroom in cases of inclement weather). Please do not enter the pathway area.

Casa Drop-off and Pick-up Procedure:

- At drop-off, please wait with your children until the pathway to the entrance is clear to avoid congestion and to maintain proper physical distancing.
- Your child will be escorted to their classroom or to the playground by cohort staff.
- At pick-up, please arrive in the same Group 1 or Group 2, 15-minute increment as at drop-off.

- A Lyonsgate staff member will greet you at the first gate and will escort your child to you from the playground (or classroom in cases of inclement weather). Please do not enter the pathway area.

Elementary Drop-off and Pick-up Procedure:

- At drop-off, please wait with your children until entryways are clear to avoid congestion and to maintain proper physical distancing.
- Lower Elementary cohort children will enter the building via the cloak room door; Upper Elementary cohort children will enter the building via the second floor back door.
- At pick-up, please arrive relative to staggered drop-off times, in approximate 5-10 minute increments.
- Lower Elementary Cohort: please proceed to the backyard via the side pathway to pick up your child and proceed to the front of the building to check out. In cases of inclement weather, students will be dismissed from the cloakroom to meet you at the front of the school; please do not go down the steps to the cloak room door.
- Upper Elementary Cohort: students will be dismissed to the front porch where they can be picked up after they check out.
- Please remember to maintain proper physical distancing at all times.
- After School Care students can be picked up between 4:00-4:30 from the front porch.

Screening

Active, on-site screening, including the taking of temperatures, and validation of screening has been discontinued by provincial Ministry of Education and Hamilton Public Health Services.

If you bring your child to school at either Lyonsgate campus, it is assumed you have completed and passed self-screening every day prior to arrival.

Pandemic or not, please do not send children to school if they are unwell.

Parents and guardians are to screen their children for symptoms of illness every day. The [*provincial COVID-19 screening tool*](#) is available to support parents and guardians to meet this requirement.

Parents or guardians of any child that has not completed the screening for symptoms prior to arriving at the child care setting will be required to complete screening prior to entry.

Any child that does not pass the on-site screening procedures will be asked to return home and self-isolate. *See the provincial COVID-19 screening tool for symptom screening, monitoring and isolation procedures.*

Staggered Drop-off

Primary campus: Casa cohorts at the Primary campus have separate arrival/drop-off periods. All cohorts reserve the initial drop-off period for families of defined “Eligible Workers.” It is not possible to run our regular Before School Care, After School Care, or Extended Care programs due to the cohort requirements. Start times at the Primary campus will be staggered according to the following schedule:

- Casa North Cohort: 8:00-8:30 a.m.
- Casa South Cohort: 8:30-9:00 a.m.
- Toddler Cohort: 8:00-9:00 a.m.

The Toddler cohort at the Primary campus will run from 8:00 a.m. – 3:30 p.m. each day and, due to the small number of children in the Toddler programme and the fact that a number of Toddler programme children have siblings in the older Casa cohorts, will accept students during each arrival period.

Elementary campus: cohorts at the Elementary campus will arrive in sets of assigned groups in 15-minutes intervals between 8:00-9:00 a.m., giving priority to families of defined “Eligible Workers.”

Anyone entering the facility must perform hand hygiene upon entering.

All Lyonsgate staff at both campus locations will perform proper hand hygiene before entering.

See the “Lyonsgate COVID-19 Hand Hygiene and Respiratory Etiquette Policy and Procedure” for more information.

Health Screening Procedure for Essential Visitors:

All essential visitors must confirm that they have completed self-screening using the provincial screening tool and, if self-screening has not been completed, essential visitors must complete and pass self-screening prior to entering either Lyonsgate campus building.

Lyonsgate COVID-19 Cleaning and Sanitization Policy and Procedure
re. Child Care and Early Years Act, 2014, ONTARIO REGULATION 137/15, GENERAL,
PART IV.1
SPECIAL RULES RELATING TO THE CORONAVIRUS (COVID-19)
Section 88.5

COVID-19 health and safety protocols

88.5 (1) Every licensee shall ensure that each child care centre it operates and each premises where it oversees the provision of home child care or in-home services has a coronavirus (COVID-19) policy that is consistent with any direction of a medical officer of health and that includes the following information:

1. Actions that will be implemented to sanitize the centre or premises and the indoor and outdoor equipment, materials and furnishings therein.

Lyonsgate Montessori School will continue a more comprehensive and frequent cleaning and sanitization policy for the 2021.2022 school year as required, and as part of our layered COVID-19 risk mitigation strategies.

This policy will outline the cleaning and sanitization schedule, personnel, products, environments, the process for the cleaning and sanitization, and record keeping.

Enhanced Cleaning Frequencies

Lyonsgate campuses will begin each day having been fully cleaned and sanitized the previous evening by a contracted cleaning service: [Cargo's Cleaning](#).

Cargo's Cleaning will begin cleaning and sanitizing once all staff have left the buildings for the day at 5:00 p.m.

Cargo's Cleaning will be cleaning and sanitizing all floors, surfaces, washrooms, kitchens, offices, isolation areas, and high touch areas, and will perform sanitization fogging to ensure sanitization of all areas of each room.

During Hours of Operation:

In-cohort material cleaning: guidance from the Ministry of Education for the 2021.2022 school year states: "The risk associated with transmission with shared objects is low. Instead of regular cleaning of shared objects, the focus should be on regular hand hygiene and respiratory etiquette to reduce the risk of infection related to shared equipment."

Classroom staff at both Lyonsgate campuses will perform any cleaning and disinfecting within the cohort classroom that may be required due to contact related to a student who becomes symptomatic, or otherwise potentially contaminates any part of the environment (for example, by coughing or sneezing on a surface, or by otherwise contaminating a part of the environment with mucous, phlegm, or respiratory droplets).

Cohort environment cleaning: each cohort classroom will be cleaned and sanitized twice daily: when the students are outside for recess and after hours by a contracted cleaning service to ensure a sanitized and disinfected environment for each new school day. Cleaning and sanitization will include each classroom's washroom(s) and all surfaces, including tables and

chairs, and high touch surfaces including doorknobs, light switches, handrails, handwashing sinks and areas, and cloakroom/cubby areas, according to the following schedule and roles. *Note: Frequently touched surfaces include but are not limited to washrooms (for example toilet fixtures, faucets), eating areas (for example, tables, sinks, countertops), doorknobs, light switches, handles, desks, phones, keyboards, touch screens, push buttons, handrails, computers, photocopiers, sports equipment, water fountain knobs. **These areas must be cleaned and disinfected at least twice per day and more often as needed.***

Staff must adhere to diapering and toileting steps and ensure proper cleaning and disinfecting between diaper change or toileting processes.

Primary Campus (licensed child care)

10:30-11:30 a.m.	Toddler recess on playground. Toddler Assistant cleaning/disinfecting classroom.
11:45a.m. - 12:45 p.m.	Casa North recess on playground. 12:15-12:45 Support staff disinfects classroom.
1:00-2:00 p.m.	Casa South recess on playground. 1:30-2:00 Support staff disinfects classroom.
5:00 p.m.-8:00 a.m.	All classrooms and common areas cleaned and disinfected by Cargo Cleaning (contracted service).

Elementary Campus (private school)

12:30 a.m.-1:30 p.m.	Upper and Lower cohort spaces cleaned by Elementary Support staff member during Elementary recess.
5:00 p.m.-8:00 a.m.	All classrooms and common areas cleaned and disinfected by Cargo Cleaning (contracted service).

Outdoor and Other Areas:

Outdoors: Primary campus cohorts will use the playground area at separate times and each cohort will have a designated set of playground toys to use that can be easily cleaned and sanitized. Each cohort's playground equipment will be stored in a separate, sealed plastic bin and will be cleaned and disinfected at the end of each day by cohort staff once all children have been dismissed, or at such times as contaminating behaviour is observed (for example, toy-to-mouth contact).

Other Areas:

Offices: the administrative offices will be regularly cleaned and sanitized by the administrative staff, at least twice daily, and will be closed to all other staff and students at all times.

Kitchens: the kitchen area will be cleaned and sanitized before and after each food preparation event (snack and/or catered lunch) and again at the end of each day. The cleaning and sanitization will be performed by the staff members filling the Support and Float Staff roles.

Isolation Areas: will be cleaned and sanitized as needed (after any use of the area to isolate a

symptomatic student) by the isolation supervisory staff.

Washrooms: each cohort at both campuses will have its own, dedicated student washroom. Staff will use shared washrooms that each staff member is responsible for cleaning, and for logging the cleaning, after each use.

Linens:

Linens (i.e., infant blankets and single-use face/hand cloths) and cot covers are laundered at a minimum in between children.

Linens and cot covers used by the same child are laundered weekly at a minimum.

Food Provision:

For the 2021.2022 school year, the Ministry of Education states that licensed child care centres and schools:

*“...should follow regular food preparation guidelines.
Family style meals are permitted to operate provided that food handlers use adequate food handling and safety practices.
Ensure proper hand hygiene is practiced when staff are preparing food and for all individuals before and after eating.
Where possible, children should practice physical distancing while eating.”*

Lyonsgate will ensure there is no self-serve or sharing of food at meal times.

- Utensils will be used to serve food.
- Meals and/or snacks will be served in individual portions to the children.

No food may be provided by the family outside of the regular meal/snack provision of the program (except where required and special precautions for handling and serving the food must be in place). Elementary students will bring a daily bagged lunch that they must not share with other students.

Proper hand hygiene will be practiced when staff are preparing food and performed by all individuals before and after eating. Where possible, children should practice physical distancing while eating.

Cleaning and disinfection practices following a probable or confirmed case of COVID-19:

On a case-by-case basis, if probable or confirmed cases of COVID-19 are identified, Lyonsgate Montessori School will:

- Establish a protocol to determine contaminated areas and follow the written process outlined below to carry out cleaning and disinfection, including considerations of timing, when to return to use, methods of cleaning, PPE to be used while cleaning, and waste disposal.

- Identify areas that require cleaning plus disinfection (items used by the individual and all surfaces within 2 metres of the ill person) versus cleaning alone (such as a hallway or room where the individual has passed through).
- Use disposable cleaning equipment, such as disposable wipes, where possible.
- Remove all items that cannot be cleaned (paper, book etc.) and store them in a sealed container for a minimum of 3 days.

Cleaning and Sanitization Products and Process:

Cleaning and sanitization will be performed, and will use the products, according to the guidance and directives provided by Hamilton Public Health Services. Cleaning and sanitization is a two-step process as directed by Public Health and as described in the “Lyonsgate Sanitary Practices Policy and Procedures,” excerpted below:

Cleaning and disinfecting reduce the spread of viruses and bacteria. Some viruses and bacteria can live for weeks on toys and other surfaces like change tables. Cleaning with soap and water reduces the number of bacteria and viruses that may be on surfaces. Disinfecting after cleaning will kill most of the viruses and bacteria that were left after cleaning.

Hamilton Public Health requires the following two-step process be followed for cleaning and disinfection:

Cleaning: completed with soap and water to remove dirt and grease that can hide and protect germs from disinfectants. Cleaning with soap and water will also substantially reduce the number of germs that may be on surfaces.

Disinfecting: after cleaning, disinfectant solution will kill most of the germs that were left behind. A routine housekeeping schedule is necessary to ensure these duties are completed (a checklist is useful).

Disinfectant solutions: Hamilton Public Health provides guidance on different ratios of chlorine bleach to use for different disinfection scenarios.

For the 2021.2022 school year all bleach-based disinfectant solutions must be in a 1:10 ratio of bleach to water.

Specific guidance from Public Health for COVID-related cleaning and sanitization:

- 1:10 bleach can be used for disinfection of all areas including high touch surfaces. Contact time of 2-3 minutes should be maintained.
- Solutions should be prepared daily using unscented, 5.25-6% bleach. Test strips should be able to detect 5,000 parts per million.

Other products: Lyonsgate may use other commercial cleaning products to perform sanitization. Other commercial products must meet the following guidelines, per Hamilton Public Health:

It is important to choose an approved disinfectant with a drug identification number (DIN). It must be appropriate for the surface it is being used on and the contact time (time the surface stays wet) must be achievable. Public Health recommends a product with a shorter contact time of between 1 and 3 minutes.

Record Keeping:

The Ministry of Education recommends keeping a cleaning and disinfecting log to track and demonstrate cleaning schedules. Lyonsgate will continue to use the cleaning and disinfecting logs developed for the 2020.2021 school year per Hamilton Public Health requirements at that time.

Backup cleaning staff for cohort spaces are each cohort's teaching staff. Backup cleaning staff for other areas is Lyonsgate administrative staff.

Lyonsgate COVID-19 Case Management and Outbreak Response Plan Policy and
Procedure

re. Child Care and Early Years Act, 2014, ONTARIO REGULATION 137/15, GENERAL,
PART IV.1

SPECIAL RULES RELATING TO THE CORONAVIRUS (COVID-19)

Section 88.5

COVID-19 health and safety protocols

88.5 (1) Every licensee shall ensure that each child care centre it operates and each premises where it oversees the provision of home child care or in-home services has a coronavirus (COVID-19) policy that is consistent with any direction of a medical officer of health and that includes the following information:

2. An explanation of how confirmed or suspected cases of the coronavirus (COVID-19) will be reported.

The following policy and procedure is provided by Hamilton Public Health Services. Additions have been made to address informational reference and specific operational parameters of Lyonsgate Montessori School.

***Note*:** the following information is based on the February 22, 2021 update provided by Hamilton Public Health. Case Management information is based on the April 27, 2021, update from the Children's Services and Neighbourhood Development Division, Healthy and Safe Communities, City of Hamilton.

Child care centre licensees have a duty to report suspected or confirmed cases of COVID-19 under the Health Protection and Promotion Act. There are separate reporting requirements for the Ministry of Education and City of Hamilton Public Health. See "Lyonsgate COVID-19 Reporting Requirements Policy and Procedure."

Outbreak Case Definition:

An outbreak will be declared when there are 2 or more lab confirmed COVID-19 cases in children and/or staff (or other visitors) in a child care centre with an epidemiological link, within a 14-day period, where at least one case could have reasonably acquired their infection in the child care centre.

Hamilton Public Health Services will work with the licensee to determine whether epidemiological links exist between cases and whether transmission may have occurred in the child care setting.

Triggering an outbreak assessment:

1. Investigate clusters of children and/or staff positive for COVID-19 in the child care centre and take the following steps:
 - Hamilton Public Health Services will provide specific advice on what control measures should be implemented to prevent the potential spread and how to monitor for other possible infected staff members and children.
 - Symptomatic staff and/or parents/guardians of symptomatic children should be advised to contact their health care provider and book a COVID-19 test by visiting www.hamiltoncovidtest.ca. If unable to access

the online booking site, individuals can call Public Health's COVID-19 line at 905-974-9848 option 2 to book a testing appointment.

2. Enforce enhanced screening measures among children and staff. Screening should be conducted prior to arrival and more frequent monitoring of staff/children should take place throughout the day. Please refer to "Lyonsgate COVID-19 Drop-Off, Pick-up, and Screening Policy and Procedure."
3. If the local public health unit declares an outbreak, they will determine what happens next. This could include closing cohorts or the entire school.

Case Management:

Overview of the Child Care Process

1. Client [student, staff, or family] receives positive COVID-19 test results.
2. Results are entered into Public Health's database/system and flagged for the Covid School Health Team for follow-up. Note, there is a delay between when a client receives their COVID-19 test results and when they are entered into the Public Health database/system.
3. A Public Health Nurse is assigned to complete the client's case management.
 4. The Public Health Nurse contacts the client to inform them about their positive COVID-19 test results and complete the case investigation. Part of this investigation is to determine if the client was present at the child care facility during their period of communicability.
 - a. Period of communicability is when the client with COVID-19 would have been infectious. This is the period of time where transmission of the virus is most likely to occur.
 5. If the client was present during their period of communicability the child care operator will be contacted by the PHN to receive details about the client's case and be advised to isolate any children or staff identified to be close contacts.

Please note due to the increase in COVID-19 case volume it may take between 48-72 hours to be contacted by a Public Health Nurse in regards to a case.

The client's information will only be shared with the child care operator, a privacy statement will be read, and this information is to remain confidential.

6. The Public Health Nurse will provide contact tracing letters for the child care operator to disseminate to children who have been identified as close contacts.
7. The child care operator will be responsible for identifying any possible staff who may have had close contact with the case. The Public Health Nurse will send the child care operator a template to input the contact information for these staff identified. This document will then be sent back to Public Health via a secured, web-based link so risk assessments can be completed.
 - a. A risk assessment is a tool used by Public Health staff to determine if an individual has had close versus casual contact with a case. A close contact is someone who had a high-

risk exposure to a confirmed COVID-19 case. Therefore, would have to isolate for 14 days from last day of exposure to the confirmed COVID-19 case. Whereas, a casual contact is someone who had a low-risk exposure to a confirmed COVID-19 case and would not have to isolate for 14 days.

8. The Public Health Nurse may not contact the child care operator to inform them about the positive COVID-19 case, if the client was not present at the facility during their period of communicability. This is because the child care facility and its community would not be at risk of exposure to COVID-19 from this case.

a. The Public Health Nurse may call the child care operator to confirm a client's last day present at the facility/program to help determine if the client was present during this period of communicability.

9. Once the child care operator has been informed about the positive COVID-19 case who was present at the child care facility/program during their period of communicability and the contact tracing related documents (steps 6 & 7) have been sent and collected there will be no further follow-up between the child care operator and Public Health.

a. Public Health will continue to monitor and support the COVID-19 case, as well as individuals identified as close contacts.

10. If there is a possibility that a case (child and/or staff) has acquired COVID-19 from another individual (child and/or staff) at the child care facility a Public Health Investigator will be in contact with further direction and details.

What the Child Care Operator Can Do:

1. If a parent or staff has notified you about a COVID-19 case within your child care community and you have not heard from Public Health, consider taking the following steps to prepare for your call with public health.

a. When you find out about a positive COVID-19 case who has attended your center, you can complete the following steps:

i. Child care operators can begin to compile a list of staff who may be identified as close contacts to the case.

ii. Child care operators should gather attendance and enrollment records.

iii. Begin enhanced cleaning in the areas of exposure.

iv. If the child care program is run within a school, inform the school administrator as soon as possible.

v. It is an organizational decision to close classrooms or centres before Public Health has completed their case investigation and follow-up with the child care center. Therefore, if you have concerns about whether you should stay open please discuss with organizational leadership.

o A Public Health Nurse will only contact the child care operator to discuss the details of the case if the case was present at the child care facility during their period of communicability.

o Therefore, if the case was not present at the child care facility during their period of communicability you will not receive a call from Public Health.

2. If staff or family members are calling in to inquire if they or their symptomatic child needs to be tested before returning to school, please advise them to contact their primary care provider for medical guidance. You may also remind them to complete the Provincial School and Child Care Screening Tool: <https://covid-19.ontario.ca/school-screening/> or the relevant Lyonsgate screening form which will recommend next steps. If clients or families of asymptomatic close contacts are requesting direction around testing, please refer them back to their contact tracing letters sent by Public Health. The following link includes information regarding COVID-19 symptoms and Hamilton Assessment Centres:

- <https://www.hamilton.ca/coronavirus/assessment-centres>

Management of Cases in Multiple Cohorts:

If there are additional positive cases in other cohorts, an outbreak assessment will be done in consultation with Public Health. All staff and children may be referred for testing and the facility may be closed.

Required Steps in an Outbreak:

If an outbreak is declared, the following measures must be taken:

1. Consult with and follow directions from Public Health.
2. Notify all family, staff, and essential visitors of the facility's outbreak status. (i.e. letters and signage)
3. Enhance cleaning and disinfecting procedures.
4. Enhanced screening procedures (i.e. increased frequency of health checks).
5. More frequent hand hygiene with children and staff.
6. Review staff training on proper PPE use.

Declaring an Outbreak Over:

In consultation with Public Health, the outbreak can be declared over if no new cases have occurred in 14 days from the last day of attendance of the most recent COVID-19 positive staff/child.

Lyonsgate COVID-19 Hand Hygiene and Respiratory Etiquette Policy and Procedure

Hand hygiene and respiratory etiquette at both Lyonsgate campuses during the 2021.2022 school year is guided by two Ontario Ministry of Education documents: “Operational Guidance for Child Care During COVID-19 Outbreak Version 7 – August 2021” and “COVID-19: Health, safety and operational guidance for schools (2021-2022) Version 1 (Released August 3, 2021)”

“Appropriate hand hygiene and respiratory etiquette are among the most important protective strategies.

Hand hygiene should be conducted by anyone entering [any Lyonsgate campus building] and incorporated into the daily schedule at regular intervals during the day, above and beyond what is usually recommended (for example, before eating food, after using the washroom).”

Based on the Ministry of Education operational guidance documents:

- All Lyonsgate staff and students, and any visitors, volunteers, or placement students are required to complete proper hand hygiene immediately upon entering any Lyonsgate campus building.
- Students will be guided to perform proper hand hygiene before handling any classroom material.
- Scheduled hand hygiene breaks are recommended throughout the school day.
- Soap and water are preferred as the most effective method and least likely to cause harm if accidentally ingested.
- Alcohol based hand rub (ABHR) with a minimum 60% alcohol concentration can be used by children. It is most effective when hands are not visibly soiled.
- For any dirt, blood, body fluids (urine/feces), it is preferred that hands be washed with soap and water.
- Alcohol based hand rub must be kept in such a location as to avoid consumption by students.
- Students will be guided to cover their mouth and nose with a tissue when they cough or sneeze, or to cough or sneeze into their elbow if tissues are not immediately available. Used tissues must be placed in a lined, no-touch waste basket.

Lyonsgate COVID-19 Physical Distancing Policy
re. Child Care and Early Years Act, 2014, ONTARIO REGULATION 137/15, GENERAL,
PART IV.1
SPECIAL RULES RELATING TO THE CORONAVIRUS (COVID-19)
Section 88.5

COVID-19 health and safety protocols

88.5 (1) Every licensee shall ensure that each child care centre it operates and each premises where it oversees the provision of home child care or in-home services has a coronavirus (COVID-19) policy that is consistent with any direction of a medical officer of health and that includes the following information:

3. A description of physical distancing measures that will be implemented.

Physical distancing at all Lyonsgate campuses will be implemented by visual guidance in outdoor areas, by maintaining strict cohorts and cohort scheduling, and by adjusting classroom layout for each cohort.

Outdoor Visual Guidance

Lyonsgate students, staff, and families will utilize a number of outdoor spaces: potential screening stations, the playground/yard areas, and access points for pick-up.

Screening stations, if required, will be marked with visual indications of where people must wait to be screened and which direction students are to go after completing successful screening. Directional guidance will also be put in place to avoid congestion as family's transition to and from the screening stations.

Cohorts and Scheduling

Lyonsgate students are assigned to cohort groups with dedicated teaching staff. These cohorts will not interact with each other within the buildings, and will not share outdoor space at the same time. Strict adherence to scheduling will ensure members of each cohort are always appropriately physically distanced (2 metres minimum) from members of other cohorts.

Classroom Layout

Each cohort is assigned a dedicated classroom space. Each of these classroom spaces will be re-arranged so as to encourage physical distancing. It is understood that physical distancing is difficult to enforce and maintain amongst young children in a classroom setting; Lyonsgate staff will guide and encourage children to maintain appropriate physical.

Lyonsgate COVID-19 Ventilation Policy and Procedure

Ventilation requirements at both Lyonsgate campuses during the 2021.2022 school year is guided by the Ontario Ministry of Education documents: “Operational Guidance for Child Care During COVID-19 Outbreak Version 7 – August 2021” and “COVID-19: Health, safety and operational guidance for schools (2021-2022) Version 1 (Released August 3, 2021)”

For schools:

“[Schools] are expected to continue optimizing air quality in classrooms and learning environments through improving ventilation and/or filtration. This is a key element in the multiple protective strategies to support healthy and safe learning environments for students and staff.

“[In] schools or parts of schools without mechanical ventilation, school[s]... are expected to place standalone high efficiency particulate air (HEPA) filter units in all classrooms and learning environments. These units ensure particle filtration of air and improve air exchange. These units must be sized for the classroom or learning environment that is being used. In larger classrooms and learning environments, more than one HEPA unit may be required.

“In addition, school[s]... are encouraged to support outdoor education where possible and open windows where this augments ventilation for classrooms and learning environments.”

Each Lyonsgate classroom will be equipped with standalone HEPA filter unit, and windows will remain open to improve air circulation. Please ensure students have a warm sweater or other appropriate clothing as there may be cool areas of the classrooms during the colder weather months.

Appendix A: Hamilton Public Health Resources

Hamilton Public Health has provided us with this list of resources to share with you regarding COVID-19 and children/youth.

Child and Youth Mental Health During COVID-19

Organization	Resources
Best Start	• Webinar recordings
Canadian Paediatric Society (CPS)	• How can we talk to kids about COVID-19? • COVID youth and substance use critical messages for youth and families
Caring for kids	• COVID-19 and your child
Children's Hospital of Eastern Ontario (CHEO)	• Protect don't infect video for kids • Helping your children and teens during a pandemic
CHU Sainte-Justine	• Infographies à propos de la COVID-19
Government of Canada	• Handwashing video and colouring activities
Healthy Literacy Project	• COVID-19 fact sheets
Ontario Association of Children's Aid Societies	• COVID resources
Ontario Centre of Excellence for Child & Youth Mental Health	• COVID-19 resources
Reaching In...Reaching Out	• Parent resources of service providers
The Hospital for Sick Children (SickKids)	• Video for kids about physical distancing • CEO and Dr. Cheddar answers COVID-19 questions from kids