

# Wood Street Centre Field Trip Protocol- with 2 students/ tent

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## Practice the Safe 6

Follow the APPROPRIATE steps to staying safe and prevent the spread of COVID-19 in a bubble cohort.

- 1-Maintain physical distancing – keep 2 metres (6 feet) away from everyone who’s not a member of your social bubble.
- 2-Wash your hands frequently with soap and water or use hand sanitizer with at least 60% alcohol.
- 3-Stay home if you're feeling sick.
- 4- Don’t gather socially in groups of more than 10 indoors or 50 outdoors.
- 5-Limit travel to rural communities and be respectful when you’re there.
- 6-Self-isolate if you’ve been in contact with someone diagnosed with COVID-19.

## Physical Distancing

- Keep a distance of at least 2 metres (6 feet) from others as much as possible except with tent-bus-food partner.
- Avoid common greetings, such as handshakes.
- Avoid crowded places such as stores during busy times.
- Limit contact with people at higher risk such as older adults and people in poor health.
- Wear a non-medical mask when physical distancing is not possible such as First Aid actions, social emotional needs, ...

## Hand Hygiene and Respiratory Etiquette

- Use soap and water whenever possible. Hands should be washed for at least 20 seconds. if a person's hands are soiled with dirt, food, etc. they need to be washed prior to using hand sanitizer.
- If soap and water are not available or accessible, students and staff can be instructed to use hand wipes to remove debris, followed by hand sanitizer.
- Each student and staff is to carry a small bottle of hand sanitizer and use it when deemed appropriate.
- Install a hand washing station at camp to provide an opportunity for thoroughly washing hands with soap and water before meal preparation and service.

**Hand hygiene is most important at the following times (deemed appropriate):**

- Before eating or preparing food
- After sneezing, coughing or blowing your nose
- Before and after contact with a sick or infected person (confirmed or suspected)
- After touching dirty surfaces
- After using the bathroom

**Respiratory etiquette is also essential in the prevention of disease spread**

The key elements of respiratory etiquette are:

- cover your mouth and nose with a sleeve or tissue when coughing or sneezing;
- dispose used tissues in the garbage or Ziploc bag immediately; and
- clean your hands after coughing or sneezing.

## Ensure Safe Handling of Food

Germ from infected people or contaminated surfaces can be easily transferred to food.

Reinforce routine food safety and sanitation practices. Where possible, implement measures to

minimize the handling of shared food and items that may touch another person's food.

- Follow good hand hygiene protocol
- Ensure that all surfaces of the tables are cleaned and disinfected before and after each meal.
- Thorough hand washing should take place before and after wearing gloves. Don't have to wear gloves while handling food. However, leather gloves are used if cooking on the fire.).
- Prepare and share food with your food-bus-tent partner.
- Don't use other's snack bags.

#### If cooking for the whole group or helping in the kitchen

- Wear a non-medical mask while you prepare the food and serve it or if you are in the kitchen during meal prep.
- Dispense snacks, meals and utensils directly to staff and students on a plate or paper towel, no self-serve
- Provide wash basin with hot water and soap available throughout meal preparation.
- Prepare and use 3 washing basins for dishes (pre-wash/ wash/ rinse). Kitchen staff of the day do dishes and put it away in appropriate bin. Ordinary cleaning and sanitation procedures for dishes are sufficient for killing the virus. Please note that the use of disposable cutlery and plates by ill person is not required during an outbreak.

#### If cooking in group of 2 (food partner is the same as assigned bus-tent buddy)

- Follow good hand hygiene protocol
- Prepare and share food only with your food-bus-tent partner.
- Use personal bowl/plate and utensils.
- In Fall, use group washing basins for dishes with a personal drying towel.
- In Winter, use snow to wash your own dishes.

## Riding The Bus

School bus services for the 2020–21 school year are being adapted based on the health and safety Guidance for school bus operations set by Yukon's Chief Medical Officer of Health. We will follow mostly the protocol using the smaller education buses or our WSC bus. This includes:

- loading students on the bus from back to front, and offloading students from front to back to support physical distancing;
- students are to sit with cooking/tent partner
- ensuring students and bus drivers are washing or sanitizing their hands before and after boarding the school bus; and

- it is highly recommended that students wear non-medical mask
- cleaning and disinfecting buses, including high-touch areas after each trip.

## Shuttle Vehicles

1. Always wear PPE equipment (gloves and non-medical face mask) when disinfecting vehicles.
2. Do an initial spray down with water to remove any loose and visible dirt.
3. With a hand sprayer, liberally spray all interior surfaces of vehicles. This includes the steering wheel, armrests, seats, safety handles, lower console, cubbies, cup holders, reverse switch, keys, cup holders, straps, clips, walls, inside of windows, windshield and floors.
4. Discard gloves used for cleaning before touching the steering wheel again. Put on new gloves and park the shuttle vehicle in a designated area.
5. Provide a sealed, single-use sanitizer wipe on the driver's seat for use by the next driver to allow them to wipe high-touch point areas after their use.
6. Leave a sign on the steering wheel: "This vehicle is disinfected. Use the provided sanitary wipe for your additional safety."

## Camping Equipment

1. Assign a tent to a team for the duration of the trip.
2. Assign a sleeping bag, liner, compression bag and sleeping pad for the duration of the Fall trips.
3. Assign specific equipment to an individual or a team for the duration of the trip such as PFD with a whistle, paddle, etc.. Identify the item with tape or label.
4. After the trip,
  - dry tents and tarps at school
  - bring sleeping bag, liner and sleeping pad home to dry
  - wash equipment as needed
  - wait at least 2 days before it gets used again by other member.

## Tenting

1. Students will either share a tent with their bus-food partner or sleep solo if it is a preference.

If sleeping solo, we will let a student bring a tent from home and make sure it is appropriate (size and condition)

2. If students are sharing a tent, we:

- Will recommend a head-to-toe sleeping arrangement.
- Ensure there is fresh airflow by leaving doors and mesh screen door slightly open.
- Pack an extra solo tent in the event a student has emergent symptoms during a trip and needs to isolate.

3. Chaperones and teachers will each sleep in their own tent

## Employee (teacher and chaperones) Responsibilities

- To not come to work if they are feeling ill
- Maintain a high level of personal hygiene at all times following provincial/territorial guidelines
- Follow the health and safety guidelines provided by the employer and provincial/territorial Health Officer for staff, client and facility health and hygiene procedures
- Instruct participant(s) on health and safety procedures
- Inform a supervisor immediately if, during their shift, they feel ill; self-isolate and remove themselves from the work site when safe to do so
- Monitor participants for signs of illness and, if notices, isolate them from the rest of the group
- Inform their supervisor if there is an incident of illness

## Student Requirements

- Student must declare any illness to staff
- There will need to a heightened awareness of existing conditions such as allergies that may be similar to Covid-19 symptoms.
- Student must maintain a high level of personal hygiene, including frequent hand washing and/or the use of a sanitizer. In addition, respiratory etiquette is essential in preventing the spread of illness. The key elements of respiratory etiquette are:
  - Covering cough/sneeze into a sleeve or tissue
  - Disposing of used tissues in garbage
  - Cleaning hands after coughing or sneezing

## Exposure Control Plans and Mitigation Strategies

### Identify and Assess

- Identify symptoms suspect of COVID-19 by observing and conversing with participant
- Immediate participant physical distancing measures from group (minimum 15-25 feet)
- Assess participant(s) and record symptoms (date, time, and actual symptoms) in expedition/out-trip log-book
- Review COVID-19 symptom chart (mild-severe), participant intake notes and individual health report
- Contact, inform and consult with your administration team and local medical authority for potential COVID-19 guidance
- Isolate participant from the rest of the group
- Consider additional disinfect and wash group equipment as precaution

### **Mitigate, Isolate and Monitor**

- Follow directives from health authority
- Participants wear individual PPE if applicable (cloth mask and gloves)
- Revise management and expedition travel plan if required
- Continue participant isolation from the rest of the group
- Monitor participant and group symptoms
- Arrange for evacuation with parents
- If participant's symptoms are worsening, call field supervisor and local health authority

## **Preparing for When Someone Gets Sick**

### **Watch for symptoms**

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

### **When to evacuate a cohort member?**

Due to the nature of the WSC programs involving outdoor activities and physical exertion, students and staff may experience some symptoms similar to the ones listed above, especially fatigue, shortness of breath, headache, muscle or body aches. Being in cold environments,

congestion and runny nose are common.

We will evacuate if a student or staff presents multiple symptoms that persist for 24 hours. If the evacuation is not a high-risk evacuation.

### **When to seek emergency medical attention**

Look for emergency warning signs\* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

\*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

**Call 911 or call ahead to your local emergency facility:** Notify the operator that you are seeking care for someone who has or may have COVID-19.

Leaders may consider implementing several strategies to prepare for when someone gets sick.

### **If staff or student becomes sick**

- **Isolate and Transport Those Who Are Sick**
  - Make sure that staff and families know that their child is showing COVID-19 symptoms, or have been exposed to someone with symptoms or a confirmed or suspected case.
  - Immediately separate staff and students with COVID-19 symptoms at camp. If a person becomes sick and needs to be transported, establish procedures for safely transporting them. If you are calling an ambulance or bringing someone to a healthcare facility, try to call first to alert them that the person may have COVID-19.
- **Clean and Disinfect**
  - Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting them (for outdoor areas, this includes surfaces or shared objects in the area, if applicable).

- **Close contact**
  - Staff and students who have had close contact with a person who has symptoms should be separated, and follow guidance for community-related exposure. If symptoms develop, individuals who are sick should be cared for following guidance for caring for yourself or others who are sick.

### **If a staff or student is confirmed to have COVID-19**

- **Notify Families and Close Contacts**
  - School administrators will notify staff and families immediately of any case of COVID-19 while maintaining confidentiality.
  - Advise those who have had close contact with a person diagnosed with COVID-19 to separate themselves, self-monitor for symptoms, and follow medical guidance if symptoms develop.
  - Provide a contact list to health officials of all students and staff who were in contact with the infected individual

## Evacuation Procedures

### **If the decision is made to evacuate a student**

1. The principal will be contacted and then the school will contact the parents first.
2. The trip leader will communicate with parents to coordinate a pick-up as soon as possible (if possible) and the trip will continue.
3. If a student cannot be picked up by a parent a chaperone will drive them to home or a hospital, depending on discussion with parent(s) and principal.
4. If symptoms are severe, Emergency Medical Services will be contacted for help in the evacuation.

### **If the decision is made to evacuate a leader**

1. And the ratio of adults to students can't be maintained, the trip will be ended. The ratios are set so that a trip can carry on without one of the staff members if desired.
2. If the ratio can be maintained the trip will continue.

## Resources

Centers for Disease Control and Prevention

[https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fabout%2Fsymptoms.html](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fabout%2Fsymptoms.html)

Wilderness Tourism Association of the Yukon (no link, document shared with Karine)

Yukon Health and wellness including Guidelines for work camps during COVID-19

<https://yukon.ca/en/health-and-wellness/covid-19-information/industry-operating-guidelines-covid-19/guidelines-work>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>  
<https://service.yukon.ca/en/covid-19-self-assessment/>

#### BC RIVERS OUTFITTERS ASSOCIATION

[http://www.bcroa.com/sites/default/files/BCROA\\_Covid-19\\_Best\\_Practises\\_%2813.05.20%29.pdf](http://www.bcroa.com/sites/default/files/BCROA_Covid-19_Best_Practises_%2813.05.20%29.pdf)

These guidelines have been inspired by documents developed by experts in wilderness programming from across BC and Yukon who represent the private sector, not-for-profit organizations, public education, post-secondary education, community service groups, and social service organizations. As Wood St Centre programs, we are hoping to offer safe and meaningful experiences to our students. Each program has its own cohort bubble. As staff members, we will endeavor to maintain 2 m social distancing. We are reducing remoteness of our extended field trips intentionally to ease the evacuation of a sick student or staff member. All trips will be designed so a sick participant can return to a hospital within 24 hours.