



ISLAND MOUNTAIN ARTS

An experience like no other.

Island Mountain Arts COVID-19 Health and Safety Plan

FOCUS: Youth Programs + IMA Studios in Wells School

INTRODUCTION

Island Mountain Arts (IMA) recognizes the particular specifications when it comes to working with young people and COVID-19 Health and Safety protocols and procedures.

This plan follows direction provided by the BC Provincial Health Office and the Northern Health Authority; is supported by the following documents, and is subject to change as information becomes available.

- Wells-Barkerville Elementary Health and Safety site plan
- WorkSafeBC: COVID-19 + returning to safe operation - Childcare and Daycamps
<https://www.worksafebc.com/en/covid-19/industry-specific-information/child-care>
- BC's Restart: A plan to bring us back together
<https://www2.gov.bc.ca/gov/content/covid-19/info/restart>
- BCCA COVID-19 Day Camp Guidelines
<http://bccamping.org/resources/Documents/BCCA%20COVID-19%20Day%20Camp%20Guideline%20June%2011.2021.docx.pdf>
- British Columbia's Response to COVID-19
<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>
- Small Business BC: BC Business COVID-19 Support Service
<https://covid.smallbusinessbc.ca/hc/en-us>
- BC CDC: COVID-19
<http://www.bccdc.ca/health-info/diseases-conditions/covid-19>
- BC CDC: Employers + Businesses
<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/employers-businesses>



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The bulk of this document will naturally sunset as BC enters Stage 4 of the Restart plan.

Before Arrival

- IMA will encourage advanced registration for programs offered to young people.
- Guardians of IMA day camp participants will be asked to complete self-assessment for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease prior to arriving at the camp for the day. This may be completed online or with a physical paper copy. Temperature checks will also be implemented to encourage proper rest and recuperation of campers.

Those who have cold or flu-like symptoms are not to attend youth programming. This includes:

- Fever
- Chills
- Cough
- Shortness of breath
- Sore throat and painful swallowing
- Stuffy or runny nose
- Loss of sense of smell
- Headache
- Muscle aches
- Fatigue
- Loss of appetite
- Nausea
- Vomiting
- Abdominal pain
- Diarrhea



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- If an IMA workshop participant or staff develops symptoms at home they must self-isolate for a minimum of 10 days from the onset of symptoms AND until symptoms resolve, whichever is longer.
- All IMA participants and staff who have symptoms of COVID-19, OR were identified as a close contact of a confirmed case or outbreak must stay home and self-isolate, including children of essential service workers who are ill.
- Those unsure of if they should self-isolate should be directed to use the [BC COVID-19 Self- Assessment Tool](#).

Keeping Campers Safe and Cancellations

- If a staff member is ill or exhibiting symptoms, please note that due to limited human resources IMA may have to shift, postpone, or cancel programming. This is done out of care for the community and the wellbeing of our youth and our staff. If you have any concerns, please let us know!

Arrival Procedures

- **Staff will continue to follow the IMA Health & Safety Site Plan.**
- **IMA participants** may be assigned drop-off and pick-up times in order to support a staggered approach to Daily Health Checks
- Directional Barriers and Signage may be placed outside to support physical distancing while participants wait to enter the building.
- An IMA staff will be at the designated meeting place to support arrival and departure procedures.
- If working in the Wells/Barkerville Community Facility, IMA's designated Entrance is the north side entrance
- When participants arrive, they will maintain physical distancing measures while they wait to be allowed into the building.

If Working Outdoors

- IMA will conduct youth activities outside whenever possible to encourage activity in well ventilated space. Please be dressed for the elements!



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If Entering the school and classroom:

- Participants will be accompanied by program facilitators
- Participants will enter the school in a staggered physical distancing manner.
- Participants will proceed upstairs to the top floor to the hand wash area in the washroom, maintaining physical distancing, and then wash their hands with soap and water for a minimum of 20 seconds.
- Hand washing signs are posted at every sink (see attached).
- Physical distancing measures will be in place, with tape markings on the floor if necessary.
- Participants will proceed to the working space.
- Participants are only allowed access to the top floor of the building.

Exiting the building:

- Participants will wash their hands with soap and warm water for a minimum of 20 seconds.
- Participants will change their shoes before exiting the building through their designated entrance/exit door, while avoiding contact with surfaces.

Visitor Access to IMA Studio

- All doors of the building will be locked.
- Visitors who have been invited to enter the building for a meeting will be required to follow the IMA Health and Safety Site Plan. This requires washing their hands upon arrival, practicing physical distancing, and washing their hands before exiting the building.
- Visitors who arrive without an appointment will not be able to enter the building.
- Appointments can be made by calling IMA.



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Safety Guidelines in Studios and Workshops

- Participants are asked to sanitize shared materials. Where possible, IMA will provide adequate individual materials for participants.
- Participants will be encouraged to bring their own filled water bottles
- Studio setup will follow physical distancing guidelines.
- Physical distancing should be followed as participants and staff move throughout the studios and school.
- Participants should not be sharing any personal items.
- Participants will take all of their recycling home in their lunch kit.
- Participants will be expected to follow physical distancing guidelines. If a participant intentionally doesn't follow the guidelines and places other participants and staff in an unsafe position, they will be asked to leave.

Physical Distancing Measures

- Participants will be reminded to avoid close greetings, such as hugs and handshakes.
- Where possible, participants and staff will be encouraged to maintain physical distancing (2 metres or 6 feet)

Hand Hygiene

Rigorous hand washing with plain soap and water is the most effective way to reduce the spread of illness. Everyone should practice diligent hand hygiene.

Hand hygiene posters from the BC Ministry of Health and BC Centre for Disease Control (BCCDC) will be posted at every sink (see attached).

At the studios, staff and participants will wash their hands:

- When they arrive at the facility and before they go home
- Before and after any transitions within the facility setting
- Before eating and drinking
- After using the toilet
- After sneezing or coughing into hands
- Whenever hands are visibly dirty

Outside Safety Guidelines



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- The outside playground structures are closed and will not be used. Outside activities will follow physical distancing guidelines.

Facility Safety Guidelines

- All external building doors will be locked through the day.
- To make an appointment to come into the IMA Studios, call IMA.
- Beverage and plastic recycling will be discontinued. Participants will be asked to bring recycling and composting home. What participants bring in, they will take home or dispose of in the garbage.
- Fire and Lockdown procedures will remain the same.

Staff + Contractor guidelines

- Staff must assess themselves daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease prior to commencing work.
- If staff have any new cold or flu-like symptoms, they must assess themselves.
- Staff will follow the site plan.
- Staff will be equipped with proper PPE and Hand Hygiene Equipment
- Staff should not be sharing any personal items. If items must be shared, staff will sanitize items between use.

Student Personal Materials/Supplies Protocols

- There is no evidence that the COVID-19 virus is transmitted via textbooks, paper or other paper-based products. As such, we will continue to distribute books and paper-based resources to participants.
- Participants are not to be sharing personal items such as electronic devices, writing instruments, art supplies etc.

Food Procedures:

- Participants will wash their hands before and after eating.



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- Participants are expected to bring their own food and water. We cannot provide refrigeration for food.
- Participants must not share food items.
- Participants will promptly dispose of their garbage within the containers provided by staff.
- Participants will place reusable containers and recyclable items back into their own bag to return home daily.

Procedures for Participants and Staff - Development of Symptoms While at IMA

- **Participants or Staff** will immediately distance themselves from others, report the concern to the IMA ED/AD, and remove themselves from the program without delay.
- The IMA ED/AD will follow-up with a staff or participant who has symptoms that are concerning.
- If a participant or staff is sick or hurt and physical distancing measures can not be met, a mask and gloves will be provided and used as an extra measure while assisting or providing first aid.

Cleaning and Disinfection:

- General cleaning and disinfecting of the premises will occur once a day.
- High-touch shared surfaces will be cleaned and disinfected twice a day.
- Washrooms will be cleaned twice a day keeping in line with the high-touch surface area protocols.
- Paper hand towels will be provided rather than hand dryers.
- Water fountains will be disabled. Participants are encouraged to bring their own water bottle/coffee mug to and from the facility each day.
- Hand sanitizer will be available at the North Side entrance of the school building, in the upstairs studio space, and with program facilitators.
- Hand hygiene will be practiced at arrival and before departure, before and after eating and drinking, after using the washroom, after handling common resources/equipment/supplies, after sneezing or coughing into hands, and whenever hands are visibly dirty.



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- Cough and sneeze into your elbow, sleeve, or a tissue. Throw away used tissues and immediately perform hand hygiene.

Personal Protective Equipment

Masks play an important role in preventing the spread of COVID-19. They provide some protection to the wearer and to those around them. Masks do not prevent the spread of COVID-19 on their own and should not be used in place of physical distancing or any other measures noted in this guidance.

Masks can be safely worn by school-aged children. The term 'mask' in this document means a non-medical mask or face covering. Medical-grade masks are not recommended within workshop settings for general use.

Non-Medical Masks and Face Coverings (Masks)

- When outdoors, Masks use is encouraged by all participants and facilitators
- Masks are required to be worn by staff in indoor settings except when:
 - There is a barrier in place
 - Eating or drinking
 - They are in their own housing unit
- At this time in British Columbia, all people aged **5 and older are required to wear a mask in indoor public spaces regardless of** their vaccination status
- Staff should be trained on proper donning and doffing of PPE such as masks. Refer to WorksafeBC for details.
- Masks are not needed when urgent actions are required to support child safety