



# ***Bioregional Education Association***

*Oak & Orca Bioregional School*

<https://oakandorca.ca>

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## **Health and Safety**

### **General Safety**

The school building, equipment and grounds will be used in a safe and appropriate manner at all times. Freedom and responsibility will be afforded to students based on their age, abilities and demonstrated level of commitment to respectful and responsible behaviour. The level of supervision for all group and individual student activities will depend on the students involved.

With prior permission or direct supervision, students may use the school grounds in a safe and responsible manner. Students are expected to remain on school property throughout the day and will have no unsupervised access to the adjacent park or roads, unless the school has prior instructions from a parent. Any supervised group leaving the school grounds is considered to be on a “field trip” and must adhere to the policies associated with field trips.

First Aid. At least one staff member onsite or on a field trip will have a current first aid certificate. First aid certificates are renewed every three years by taking a full course or a recertification course. Expiry dates of first aid certificates will be kept on file to facilitate renewal prior to expiry.

### **General Health**

#### **Scent-Free School**

The school is considered to be a perfume-free area. This contaminant-free policy extends to school functions, whether on or off school property. Parents, students, teachers and visitors will be advised of the policies and will be asked to attend school functions as unscented as possible.

#### **Illnesses**

Parents are expected to monitor contagious or infectious conditions and keep children home if they are suffering from parasites, bad colds, the flu, etc. Parents must inform the school immediately if their child is diagnosed with a highly contagious condition. When appropriate, the school will subsequently send out an email with health information to inform parents of the signs and symptoms. Parents will then need to observe their children.

Head-lice is a nuisance which often persists in communities of small children. Parents should check their child's head for lice frequently. Periodic checks for head-lice are conducted at school after an outbreak. If head-lice is found, the parent will be notified confidentially. An email with health information will be sent out to inform parents. Children can return to school after they have been treated.

### **CRD Programs**

CRD Health offers various programs to the school, including immunization, hearing tests, information dissemination, etc. Parents are informed of the programs and must request each program if they choose it for their child. Being a small school, most CRD programs are offered to our parents through the health unit, rather than at the school location.

### **Child Care, Active Play, and Screen Time Policies (apply to Pre-primary and Out of School care programs)**

#### **Active Play Policy**

During a program where children are in licensed care for 3 hours or less, programming will include, at minimum, 15 minutes of active play consisting of facilitated or un-facilitated games and activities (more typically, 30 minutes would be the minimum.) During a program where children are in licensed care for over 3 hours, programming will include a minimum of 120 minutes of active play, including no less than 60 minutes of active play outdoors (except during inclement weather) and staff will offer a variety of activities, including both facilitated and un-facilitated games and activities. Active play increments will be for at least 15 minutes in length, and may be spread throughout the day.

#### **Screen Time Policy**

A program where children are in licensed care for 3 hours or less will not typically include screen time activities as a part of the daily routine. A program where children are in licensed care for over 3 hours may include screen time activities as part of the daily routine for up to 30 minutes,

if it is deemed beneficial to their education. This policy does not preclude the use of screen-based activities for a particular purpose or for a particular child (eg. Homework, special education needs, etc.) Children under the age of two (not typically in care) will not be offered screen time activities.

## **Food and Packaging**

### **Snacks and Lunches**

Children should bring their own snack, lunch (and after-school snack) to school everyday. Parents are encouraged to provide health-promoting foods with little or no waste for their children's lunches. No candy, gum, pop or juice boxes are permitted.

Please provide a garbage-free lunch to the best of your ability, and please do not provide your child with juice boxes or fast-food drink containers. Wastes that are not compostable will be sent home for recycling/disposal. As the city does not provide garbage pick-up from the school, it is imperative that students learn to take all waste home.

### **Food Sharing**

Sharing of food is generally not permitted amongst students from different families because of potential allergies and dietary restrictions. When food is prepared for a group of students, healthy foods must be used and allergies taken into consideration. If parents wish to bring in foods to share, the teachers must be consulted in advance and all intolerances taken into consideration. No child should feel left out. Unfortunately, proposals to bring a particular food will often be denied due to allergies and food sensitivities within a group of children.

### **Community Potlucks**

At school potlucks and functions, food may be shared. Parents should make an attempt to consider known allergies when preparing foods to bring. A list of ingredients should be provided so that allergens can be identified.

## **Emergency Preparedness**

### **Earthquake and Fire Safety**

The school is inspected yearly to ensure compliance with fire safety codes. All students should wear shoes in order to be prepared in case of an emergency. This requires students to be supplied with a pair of indoor shoes from home, as they will not be permitted to wear their outdoor shoes inside many of the school spaces. Students are trained to be prepared for an emergency. Fire and Earthquake drills are conducted several times during each school year.

With your support, we will stock emergency supplies, including water, food, first aid supplies, and blankets. Parents are required to bring a few nonperishable items to school each September to add to the earthquake kit. This is how we keep a fresh supply of nonperishable foods in case of emergency.

### **Emergency Procedures**

The school has a host of emergency procedures and staff are prepared for various problems that could occur. The Emergency Procedures document will be located in the main first-aid kit for easy reference. Quick emergency procedures will be posted.

## **Release of a Student**

Upon enrolment and any time thereafter, parents may give written consent if they wish their children to be able to leave the school with other adults. It is a parent's responsibility to keep this information current. Children cannot be released to adults who are not named on the form unless the parent makes an emergency request for a certain time and day, and the person is adequately described for the caregiver to recognize. Picture identification may be requested.

If there are specific instructions for a child not to be released to one parent, or for a parent to be excluded from the school property, the custodial parent must inform the school in writing including the appropriate procedures to be taken if a situation arises. The custodial parent should provide the school with a copy of any custody or court order that exists.

A child will not be released to any adult who, in the opinion of the teacher/caregiver, may be incapable of providing safe care. Instead, an alternate adult from the child's file will be contacted to pick up the child. The police will be contacted if an adult who appears to be impaired insists on driving a motor vehicle. The Ministry of Social Services will be contacted if the caregiver believes the child may be in need of protection.

## **Suspected Child Abuse**

See “Child Protection Policy”.

## **Anaphylaxis**

Prior to enrolment, or immediately after a new diagnosis, parents must inform the school if their child is diagnosed with life-threatening anaphylaxis in addition to listing allergies on the registration form. Prior to the student attending the school post diagnosis, parents must provide an anaphylaxis plan signed by a physician which will be stored in their file. The plan must be reviewed annually and an updated, signed plan must be provided to the school if there are any changes. Parents and students are encouraged to review the [BC Anaphylactic and Child Safety Framework](#) and use medical alert identification.

Parents must provide the appropriate medication for their child according to their individual plan. A parent or guardian must sign preauthorization to administer medication prior to the student attending. Regardless of any other authorization this policy permits school staff to administer medication to an anaphylactic student in an emergency.

When a student with life-threatening anaphylaxis is identified and annually thereafter while the student remains at risk, procedures for medication storage and delivery (including for field trips and emergency drills), and staff training is arranged on a case-by-case basis as outlined in their student-specific plan, and with reference to the [Anaphylaxis Protection Order](#) and the [BC Anaphylactic and Child Safety Framework](#). Staff and students are trained and informed of their responsibilities as needed according to the student-specific plan.

In the event of an anaphylactic incident, a member of the leadership team will be informed immediately so that leadership decisions can be made regarding communication with parents, monitoring and reporting, further training, reporting to the board, etc.

While it is impossible to eliminate all potential allergens from the environment, the school will attempt to reduce or eliminate exposure to the allergens outlined on a student anaphylaxis plan and to educate all students about allergies. This includes maintaining a no sharing policy for food and ongoing discussion about why sharing is not permitted. The school may also restrict the consumption of specific foods.