



## **Online workshop COVID-19 operating plan**

---

I follow BC Provincial Health guidelines for packing and delivering workshop materials.

I connect remotely with a teacher and their class for an online science workshop.

### **Delivery and use of workshop materials**

- On the delivery date, I perform a health check. If I have any symptoms of COVID-19, or any respiratory illness, I will cancel the delivery, and proceed as advised by Provincial Health.
- Before touching the bin containing the workshop materials, I sanitize my hands.
- I deliver the bin of workshop materials to an outside location chosen by the teacher. At all times, I maintain at least a 2 metre distance from the teacher (effective environmental exposure control measure), and I wear a mask as a secondary precaution. (Ref.1, p.6; Ref.2; Ref.4.)
- The teacher brings the bin to their classroom.
- The teacher and I connect remotely for instructions on how to unpack and organize the materials for student use.
- The teacher and I connect remotely for an online student workshop using the materials.
- After the workshop, the teacher repacks the materials, and delivers them to an outside location where I can pick them up (at-a-distance and wearing a mask).

### **Preparing and packing workshop materials for delivery**

- I wash my hands and put on gloves and a mask before packing workshop materials into the bin.
- Smaller materials are individually packed, transferred directly from their store packaging. (Ref. 2, p.42; Ref.4, p.28, 30). Materials that have been previously touched, particularly those with hard surfaces, are disinfected with 0.5% hydrogen peroxide before packing (Ref. 3).
- The bin of materials is left untouched until delivery to the teacher.

### **References**

---

1. [http://www.bccdc.ca/Health-Info-Site/Documents/COVID\\_public\\_guidance/Guidance-k-12-schools.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance-k-12-schools.pdf) (updated Feb 4th 2021)
2. <https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidlines.pdf> (updated March 30th 2021)
3. [http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting\\_PublicSettings.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf)
4. [VSB COVID-19 Safety Plan, Safe Work Instruction, and Protocols pdf](#) (Jan 2021)