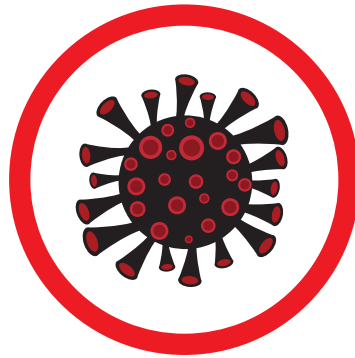


# Truly Alive Youth & Family Foundation's

Recovery Plan for Continued Safety in  
Returning to Work & Back to School



Covid - 19 Response Program  
**2020/2021**



**Truly Alive** | Youth and Family  
Foundation Inc.

# Truly Alive Youth & Family Foundation

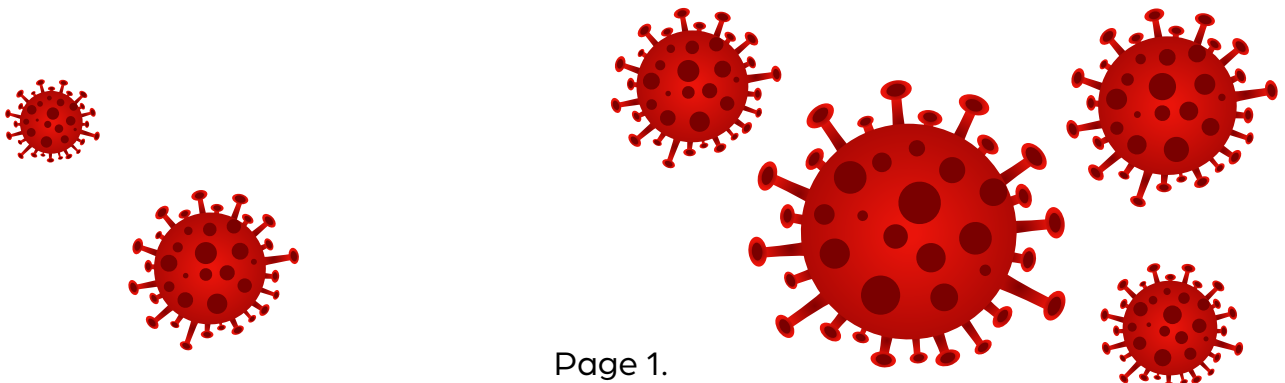
## Recovery Plan for Continued Safety in Returning to Work & Back to School

The novel coronavirus (COVID-19 OR SARS-COV-2) has affected many workers and students in Canada as their usual routine has changed and they have had to adapt to the new protocols that come with government and health recommendations.

Despite these adjustments by businesses and schools, the Coronavirus death toll hits more than 1,000,000 worldwide. Canada has seen more than 9,000 deaths and Saskatchewan has reached more than 20 as the pandemic continues into 2021. This death toll indicates how serious the virus is and Truly Alive Youth & Family Foundation (TAYFFI) is a committed non-profit organization and community partner that supports and promotes the health and safety of our staff, clients, and collective groups.

As such, TAYFFI has outlined a recovery plan that will provide crucial guidelines for most people to return to their routine duties while protecting family, friends, colleagues, and themselves. This plan will provide safety measures for our community in protecting ourselves and each other against the COVID-19 pandemic.

TAYFFI believes there is a need to enforce preventive measures provided by the World Health Organization, Public Health Agency of Canada, and the Government of Canada and Saskatchewan during this pandemic. We will highlight in this Recovery Plan, the general scientific knowledge about Coronavirus, preventative measures, the use of personal protective equipment (PPE), social distancing at work and/or school, and the recommendations and guidelines of the Government of Saskatchewan, Government of Canada, and the World Health Organization. This Recovery Plan outlines preventive measures to ensure that employers and employees as well, teachers, staff and students follow the preventive protocols so the workplace, business community, and schools can mitigate risks in combating the contraction and spread of COVID-19.



## **ABOUT THE CORONAVIRUS**

Coronavirus is also known as SARS-CoV-2 or COVID-19 is a class of viruses that infect Homo Sapiens species in which all human beings belong to. These viruses attach themselves to receptors in the cell lining of humans mainly in the nasal and upper respiratory; passing through the mouth, hijacking cells to reproduce in multiple numbers.

The virus is named "Corona" because of its crown-like nature under a microscope. According to Dr. Nazeem Muhajarine, Professor in the Department of Community Health & Epidemiology of the College of Medicine at the University of Saskatchewan, there are six to eight Corona viruses that have been discovered and which can affect individuals. He explains that even though the virus is not mutating very quickly the reproductive number of the virus is currently 2.4. The reproductive number means one person is capable of infecting two or more people with the virus and then goes on to infect 4 people and to 16. This distribution goes on creating exponential growth and distribution of the virus.

Although the COVID-19 is a new virus, its microscopic features resembles the SARS-COV-1 which affected people in Canada from 2002 to 2003, leading to the loss of many lives. All the scientific information proves that this latest virus is contagious and largely affects the respiratory system of humans.

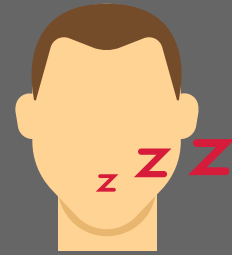
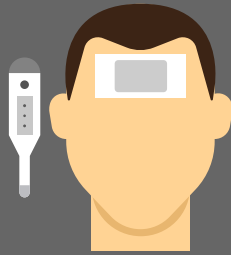
## **KNOW THE CAUSES**

Coronavirus is mainly spread by being exposed to the virus through contact with respiratory droplets by an infected person; meaning, when the infected person coughs or sneezes, the saliva droplets from the mouth or droplets from the nose can infect another person. COVID-19 is also contracted by touching your mouth, nose, or eyes with a hand that has been in contact with the virus. It is essential to thoroughly wash your hands or use alcohol-based, Saskatchewan Health Authority approved hand sanitizer after touching surfaces while out in public including school and/or work.

## **KNOW THE SYMPTOMS**

It is very necessary to know the symptoms so you can protect yourself and others from COVID-19 especially when considering our vulnerable sectors including our aging population, those 60 years or older. Each infected person might experience COVID-19 symptoms differently and this varies from person to person. Factors that may impact the severity of symptoms might be age, pre-existing health conditions, socio-economic factors, culture, race, and more. Here are some common COVID - 19 symptoms according to the Public Health Canada, (2020) and WHO organization:

# SYMPTOMS



## Most frequent symptoms:

- Fever (above 100.4F/38C)
- Dry cough or worsening cough
- Tiredness and fatigue

## Serious symptoms:

- Difficulty with breathing or shortness of breath
- Chest pain or pressure
- Loss of speech or movement

## Less frequent symptoms:

- Aches and pains
- Sore throat
- Diarrhea
- Conjunctivitis
- Headache
- Loss of taste or smell
- Rashes on the body, or discoloration of fingers or toes
- Gastrointestinal (GI) symptoms both in the upper and lower GI (abdominal pain, diarrhea, vomiting)

Normally, the virus takes 14 days to incubate, manifesting into what we now know are COVID-19 symptoms in an infected individual. For children infected with COVID-19, they may experience abdominal symptoms and skin changes or rashes. However, not all persons show these symptoms early or develop any of these symptoms.

Medical professionals have also indicated individuals can be **pre-symptomatic**, meaning people have not developed any of these symptoms. Others may be considered **asymptomatic**, where in they will never show any of the above noted symptoms though, have in fact been infected with Covid - 19. It is still unclear whether an individual can still infect others with the virus even if he/she does not show any of these symptoms, so it is best to protect yourself against all persons.

## Remember:

Pre-symptomatic: Infected, but isn't showing symptoms **yet**.

Asymptomatic: Infected, has no symptoms and will likely never show any signs of infection.

## TREATMENT OF COVID-19

Currently, there is no vaccination against the COVID-19 virus, and this is the reason why the Government of Canada and the World Health Organization advise people to adhere to all pandemic protocols outlined at workplaces, public spaces, schools, etc. The Government of Canada is providing funds and support to researchers in an effort to speed up the process of finding and producing appropriate pharmaceutical drugs or a vaccine. The best treatment for the public is to be proactive in not contracting or transmitting the virus through safety measures.

### Remember:

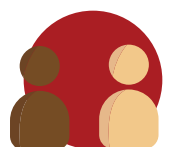
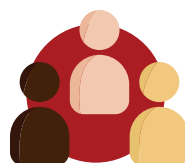
Protocols may change depending on the number of active cases in your city, province or country. It is important to adhere to all safety protocols as outlined by your municipal, provincial and federal governments. If you are not sure what those are, a quick search online can offer your specific details as well, it is better to be overly cautious rather than risk getting infected with Covid-19 or infecting others.

## RETURN-TO-WORK PLAN

The Saskatchewan Re-Open Plan and its phased approach has given the green light to many individuals to return to work during the third phase which addressed resumption of workplace activities and the increase of outdoor gatherings. As many individuals have returned to work in a part-time or full-time capacity, many individuals are continuing to work from home or a combination of working from home as well, their office space.

### Preventative guidelines:

- The reduction of prolonged conversations and close interaction among employees and between clients. According to PHAC, prolonged contact is a physical closeness or communicating with someone for 15 minutes and beyond.
- Workplaces should avoid overcrowding and remember to keep a safe distance between employees and clients. Workers who interact with large groups stand a higher chance of contracting and spreading the virus.
- Windows should be kept open for more ventilation indoors. Workspaces with little to no windows are deemed a higher risk of spreading COVID-19.



## Preventative guidelines con't:

- Employers must ensure that they sanitize the environment including contact surfaces around the workplace. For example, if there is a commonplace that individuals touch a lot, there should be a person assigned to that area to be sanitizing the place regularly.
- The use of personal protective equipment should be ensured when workers can't keep the 2 meters distance.
- Employers must ensure that sanitizer dispensers are not empty and are filled enough to be used and should provide specified sanitizer stations in high traffic areas
- Employers should encourage customers and clients to use credit or debit cards for payment. Limit contact by allowing customers to scan/tap/swipe their cards and limit the use of papers at work.
- Sharing of phones or technology tools/devices is highly discouraged
- Workers should self-monitor for COVID-19 symptoms if they are sick and should let their employers know if there have any symptoms
- Employers should engage the infectious Occupational Health and Safety team and local health officials and guidelines before they implement most of their COVID-19 protocols in their workplaces.
- Workers should stay home if they are not well.
- Encourage more virtual meetings if possible.
- Employers should make changes to companies' sick leave policies to help encourage workers to stay home if they are not well.
- STOP & READ COVID-19 self-examination posters should be indicated for visitors and clients at workplaces.
- Employers should examine their health protocols from time to time to always strengthen their preventive measures and learn/keep up to date regarding new changes

## Preventative guidelines con't:

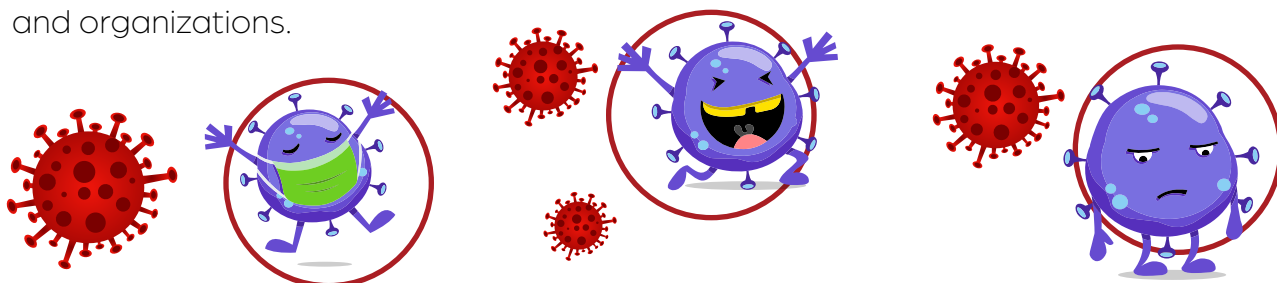
- Ensure physical distancing by adhering to 2 meters distance between colleagues. Desks and workstations should be well separated, respecting all the COVID-19 protocols.
- Encourage working from home if employees have the necessary means and conducive environment to do so.
- Reduce most meetings and interactions at work in favour of virtual interactions.
- Workplaces with more clients and customers at their workplaces should have floor markings and arrangements to ensure people have respected the 2 meters protocols.
- Allow movement in one direction only for small hallways or aisles, a limited number of people in the elevator to ensure 2 meters separation.
- Avoid all contact greetings like hugging or shaking of hands..
- Enable a physical barrier between workers and clients or customers when 2 meters distance is not possible.

## BACK-TO-SCHOOL PLAN

The Government of Saskatchewan has outlined some guidelines to ensure that every kid is safe in their schools and the students do not contract the virus and spread it among themselves or infect their parents.

For a more detailed plan please refer to the Saskatoon Public Schools Reopening Handbook and/or the Greater Saskatoon Catholic Schools COVID-19 Return-to-School Plan.

Parents, schools, and health authorities are working together to ensure the safety of all students, implementing protocols and best practices, and sharing them with all necessary stakeholders. TAYFFI would like to reinforce the safety guidelines by the Saskatchewan's Chief Medical Health Officer, and additional information from trusted health authorities and organizations.



### Preventative guidelines:

- Students from grades 4 to 12 must wear a mask in places such as hallways and buses which are high-level traffic locations. Under no condition should these students remove their masks in high traffic areas.
- Students in grades 9 to 12 and the responsible staff for these grades should wear a mask in all situations where it is impossible to keep the 2 meters distance and when a student is to attend a class outside their cohort.
- Teachers must be assigned to specific students and keep the same cohort of students and classrooms for elementary-aged students. High schools should do the same even though class grouping is likely more complex at this level.
- Front-facing instructions are encouraged; any exceptions of this should be approved by public health.
- Periodic testing should be done for students with the consent of the parents and staff. Regular testing should also be available for teachers who have been exposed or traveled outside the city within the month of September.
- Parents and guardians can check on the school's website for the division plan of the schools.
- Students and staff are encouraged to bring non-medical or fabric masks.
- Parents are advised to monitor their children to identify if they show any COVID-19 symptoms. If they demonstrate any signs of illness, they must stay home and inform the school authorities about it.

According to the Government of Saskatchewan, older adults, particularly those beyond 60 years and individuals with underlying or chronic medical conditions can develop severe symptom as a result of contracting COVID-19. Along with age, older adults with underline health conditions from/including heart disease, diabetes, lung disease, high blood pressure, kidney disease, liver disease, stroke, or dementia; those with low immunity due to medical treatments like chemotherapy; and people experiencing obesity (BMI of 40 or above) can develop severe symptoms of COVID-19, resulting in loss of life. Due to this, there is a need to protect these people.

### Remember:

If you have a loved one in a care facility or hospital, it is important to call or check-in before visiting. Certain health protocols might be in place by public and private health care centres for the protection of you and your most cherished friends and family members.



Employers and school authorities should have some special arrangements for high-risk clients, seniors, and staff as there is a need to protect those who stand a higher risk of getting infected and/or experiencing more severe symptoms. Workplaces and school authorities should identify these higher-risk workers, staff, or students so they can limit their contact duties. Individuals and parents with children with these conditions should also disclose their health status and concerns to the authorities of the institution.

## UNDERSTANDING PPE FOR COVID-19

Personal Protective Equipment (PPE) is a medical-grade/approved/recognized protective wear that limits the risk of being in direct contact with the virus and safeguards against spreading it. According to many discussions by experts, it has been very useful in the prevention of spreading COVID-19.

From some observations, the use of PPE may influence people to disregard the COVID-19 protocols and this should not be the case. It is the combination of using PPE and implementing other protocols such as physical distancing, no contact approach, and others that increase our protective risk against the virus. In this next part, we will examine the use of gloves and face masks. This will provide resources to employers and school authorities to examine their COVID-19 protocols and re-examine and check their PPE policies.

### Gloves

We use our hands for most activities. Consideration must be made to information that COVID-19 can live on the surface of materials for many hours, some speculating up to 3 days (stainless steel). As our hands touch multiple items, surfaces, and even people (ourselves included) there is on occasion a need for the use of hand protection. Gloves can protect your hands from being in direct contact with the virus which can easily spread to your eyes, nose, or mouth. Without protective gloves and mindful glove-wearing – catching and spreading the virus may be easier.



## Face Masks

Wearing a mask is important and, in some spaces, mandatory. The role of a face mask or covering is to protect the individual from catching or spreading COVID-19 through droplets dispelled when coughing and sneezing. PPE face shield, masks, and coverings can protect individuals from these droplets. There are two types of face masks, the medical/surgical masks, and the non-medical masks or face coverings.



The medical masks are considered PPE. According to EHS Insight Resources (2020), N95 respirators are efficient and effective masks as compared to the rest and it is encouraged to be used by only medical personnel. Non-medical masks (NMMs) or cloth face protectives are personal precautionary coverings that help to prevent contracting communicable and contagious respiratory droplets. When coming into contact with a COVID-19 infected person, individuals are encouraged to use masks and face coverings responsibly.

Non-medical masks or face coverings such as the fabric masks are not considered PPE. They do not function like surgical masks and/or respirators. Workplaces are only advised to use masks or face coverings when the employers consider it necessary due to the nature of their job, for example, if it is a public space, open to the public, or is prone to outside people visiting the office. According to the Government of Saskatchewan, "Occupations that require workers to come into close contact (less than two meters) with people known or suspected of having the COVID-19 need to take extra precautions, including wearing PPE. This includes: First responders (e.g. police and fire officials); Corrections officials; Group home and personal care home workers responsible for resident care; Funeral home staff; Public health officials; and Personal care services." (2020).

### The use of PPE in the Healthcare environment :

- The Saskatchewan Health Authority (SHA) advised all health workers to wear PPE, gloves, masks, and long-sleeved gowns when treating patients but not required in common areas of the health centers.
- Washing of hands and disposal of masks after use is highly recommended



## The Use of PPE in Non-Healthcare

- The use of PPE is based on the level of your risk of contracting COVID-19. If a person is too exposed to the people, then it will be necessary to protect yourself. Work places that stand high exposure levels should consult their safety and OHS committee to assess their risk level. In cases where there is no committee, consult the provincial/territorial occupational health organizations.
- Individuals must be trained on how to put in on how "donning" and how to remove it "doffing". Improper use of PPE can be disastrous to the person wearing it so employees must put on the right PPE, considering proper fit and protection.

## How to Put on a Mask

The surgical masks have internal metal that fits the mold and should be on top of your nose. Make sure the mask covers your chin as well and tight around your cheeks. There should not be any space around your cheek that might allow droplets to enter. Do not be touch your mask when wearing it.

Cloth masks should be made from woven cotton with multiple layers, or space for a filter. Before you wear a fabric mask, check whether it is safe and durable. According to Dr. Nazeem Muhajarine, before you wear a mask for protection, place it towards light and if cannot see the light through it, then it is safe to wear. If you can see the light through it, it will likely not be effective in keeping you safe against water droplets and the risk of catching COVID – 19. You must also ensure that:

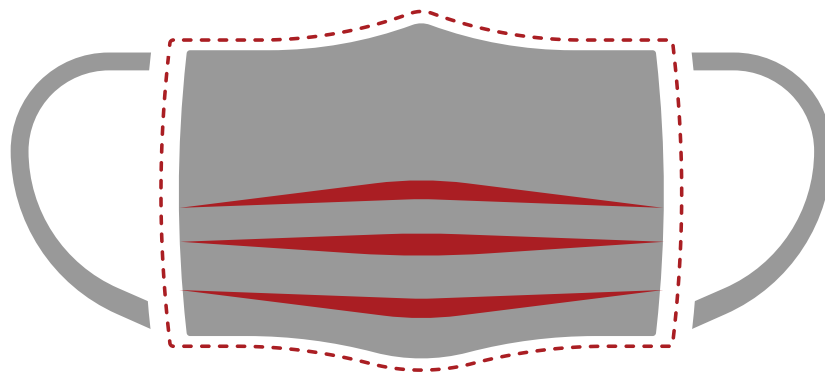
1. You have the proper PPE size.
2. It is advised individuals should find a mask that is pleated rather than stitched or creased in the middle of your face. The mask must have a seal in four directions: top, down, and the two sides.
3. Wash their hands with soap and running water or sanitize your hands with an alcohol-based sanitizer.
4. You hold the mask by the string or the loop going over your ears, don't hold the mask by the middle where it covers your mouth and nose. The middle area is the most sensitive area of the mask to risk contamination.
5. Make sure your mask covers your nose and chin; with no gap around any sides that would allow entry of droplets.

6. Ensure that you have a mask that is comfortable to avoid any temptation of removing it after a few minutes, adjusting it, or extended discomfort/minor injury.
7. For the fabric mask, one must wash it and iron it to kill any the virus

### How to remove a mask

Many people after leaving a mask mandatory zone or location like the bus, grocery store, etc. just grab their masks from any side and remove it without consideration for their own safety and the proper removal procedures. These are the proper ways to remove a mask:

1. Sanitize or wash your hands.
2. Take off the mask by the strings and not by the middle area.
3. Hang it up instead of putting it in an enclosed area so air can circulate it.



### Remember:

In many public and private spaces open to the public masks are mandatory. Please respect those around you as well, businesses, restaurants and shopping centres. Just because you feel fine does not mean you are not infected. Wearing a mask isn't just for your safety, but the safety of others. Help prevent the spread of Covid-19 and please ensure you have a mask handy when out in public.

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