



School District 19
(Revelstoke)

Health and Safety Checklist – COVID 19 Inspection

School:	Conducted By:	
Inspection Date:		
This checklist is to be completed with your Health and Safety committee.		
Administrative Measures		
Entrance and Exits	Staff and students are not crowded when they enter and leave the school. This includes spaces like hallways, coat rooms and bus waiting areas.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Common Spaces	Staff and students can move through common spaces - hallways, washrooms, cafeteria, bus waiting areas - without crowding or physical contact.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Physical Distancing Within Learning Groups	Physical contact and close, face-to-face interactions are minimized. People are spread out as much as possible.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Physical Distancing Outside of Learning Groups	There is 2 meters of space available between people from different learning groups when together for extended periods of time (when indoors for elementary, and at all times for middle and secondary).	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Staff Only Common Spaces (e.g. Break Rooms, Copy Rooms)	Physical distancing is practiced. Masks are not used in place of physical distancing.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
	Visual cues (floor markings, posters, etc.) are in place to promote physical distancing.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
	Masks are worn in accordance with the Health and Safety Guidelines.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Itinerant Staff, TOCs, and Other Visitors	Process in place to ensure itinerant staff, Teachers On-Call and visitors are aware of the school's health and safety measures and their responsibility to follow them at all times.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Gatherings	Student gatherings (e.g. events that bring staff and students together outside of regular learning activities) only occur within learning groups and as minimally as possible.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
	Staff gatherings (e.g. meetings, professional development activities, etc.) occur virtually whenever possible. If not	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No

	possible, staff are able to be physically distanced during the meeting.	
Extra-Curricular Activities	Activities are implemented in line with the guidance for within- and outside-of-learning group interactions, including 2 meters of space available between people from different learning groups (when indoors for elementary, and at all times for middle and secondary).	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Hand Hygiene	Hand cleaning facilities are available and accessible throughout the school and are well maintained.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
	Signage to remind students staff to practice regular hand hygiene and good cough etiquette.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Environmental Measures		
Learning Space Configuration	Learning spaces are arranged to maximize the space available and to minimize people directly facing one another (where possible).	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Increased Cleaning and Disinfecting	General cleaning and disinfecting is done every 24 hours, with frequently-touched surfaces cleaned an additional time (including once during the school day).	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Ventilation and Air Exchange	The school's ventilation system is serviced and operating to specifications.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Personal Measures		
Daily Health Checks	Staff complete an active Daily Health Check.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
	Parents and students are reminded of their responsibilities to complete a Daily Health Check.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Stay Home When Sick	Staff and students are reminded to stay home when they are sick.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
Personal Protective Equipment		
Masks	Staff, itinerant staff, and visitors (who are able to), wear masks in accordance with the K-12 Health and Safety Guidelines.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
	Students (who are able to), wear masks in accordance with the Health and Safety Guidelines.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No
	Masks are available for those who have forgotten theirs.	<input type="checkbox"/> Yes <input type="checkbox"/> Sometimes <input type="checkbox"/> No

*Scan/email completed form to btisdale@sd19.bc.ca and copy to Site Joint Health & Safety Committee