

COVID-19

# Guidance for In-Person Classroom Training/Instruction During COVID-19

**NOTE:** Public Health is responsible for providing guidance to limit transmission and exposure to COVID-19 for Stage 3 implementation. \*This guidance is accurate at the time of its release (October 16, 2020) and is subject to change or be revised based on provincial guidance.

Effective Friday, July 24, 2020 at 12:01 a.m., Sarnia Lambton entered Stage 3 and in-person teaching and instruction is permitted. This document will provide you with information to support the restarting of programs that involve in-person teaching and instruction. **This is NOT applicable for private and public school instruction.**

Individual employers are responsible for decisions regarding worker safety as per the Ontario Occupational Health and Safety Act and other applicable legislation. In addition to following the Stage 3 provincial guidance, those participating in organized activities sanctioned by, or affiliated with, a provincial or national organization should ensure they are also complying with their governing body's guidelines. It is recommended that every organization develop a safety plan using all information made available.

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## COVID-19 Transmission:

COVID-19 is spread mainly from person-to-person through close contact from respiratory droplets of someone with COVID-19. The respiratory droplets can travel up to two metres/six feet when we cough, sneeze or talk. It is possible for a person to get COVID-19 by touching a surface or object that has the virus on it and then touching their mouth, nose, or eyes. This new coronavirus can survive on plastic and stainless steel surfaces for up to [72 hours](#), but it is not known if the virus remains infectious for this time.

Current information related to COVID-19 can be found:

<https://lambtonpublichealth.ca/2019-novel-coronavirus/>

Specific workplace information related to COVID-19 can be found:

<https://lambtonpublichealth.ca/2019-novel-coronavirus/workplaces>

**Provincial Regulations:** This is the text from [Ontario Regulations 364/20 Section 5](#)

### **In-person teaching and instruction**

5. (1) Subject to subsection (2), the person responsible for a business or place that is open and that provides in-person teaching or instruction shall ensure that every instructional space complies with the following conditions:

1. The instructional space must be operated to enable students to maintain a physical distance of at least two metres from every other person in the instructional space, except where necessary for teaching and instruction that cannot be effectively provided if physical distancing is maintained.
2. The total number of students permitted to be in each instructional space at any one time must be limited to the number that can maintain a physical distance of at least two metres from every other person in the business or place, and in any event cannot exceed,
  - i. 50 persons, if the instructional space is indoors, or
  - ii. 100 persons, if the instructional space is outdoors.

### **(2) If the teaching or instruction involves singing or the playing of brass or wind instruments,**

- (a) every person who is singing or playing must be separated from every other person by plexiglass or some other impermeable barrier; and
- (b) the exception in paragraph 1 of subsection (1) that allows persons to be closer than two metres where necessary for teaching and instruction does not apply.
- (c)

**Provincial Regulations:** This is the text from [Ontario Regulations 364/20 Section 2](#)

### **General compliance**

2. (1) The person responsible for a business or organization that is open shall ensure that the business or organization operates in accordance with all applicable laws, including the *Occupational Health and Safety Act* and the regulations made under it.

(2) The person responsible for a business or organization that is open shall operate the business or organization in compliance with the advice, recommendations and instructions of public health officials, including any advice, recommendations or instructions on physical distancing, cleaning or disinfecting.

(3) The person responsible for a business or organization that is open shall operate the business or organization in compliance with the advice, recommendations and instructions issued by the Office of the Chief Medical Officer of Health on screening individuals.

(4) The person responsible for a business or organization that is open shall ensure that any person in the indoor area of the premises of the business or organization, or in a vehicle that is operating as part of the business or organization, **wears a mask or face covering in a manner that covers their mouth, nose and chin during any period when they are in the indoor area** unless the person in the indoor area,

- (a) is a child who is younger than two years of age;
- (b) is attending a school or private school within the meaning of the *Education Act* that is operated in accordance with a return to school direction issued by the Ministry of Education and approved by the Office of the Chief Medical Officer of Health;
- (c) is attending a child care program at a place that is in compliance with the child care re-opening guidance issued by the Ministry of Education;
- (d) is receiving residential services and supports in a residence listed in the definition of “residential services and supports” in subsection 4 (2) of the *Services and Supports to Promote the Social Inclusion of Persons with Developmental Disabilities Act, 2008*;
- (e) is in a correctional institution or in a custody and detention program for young persons in conflict with the law;
- (f) is performing or rehearsing in a film or television production or in a concert, artistic event, theatrical performance or other performance;
- (g) has a medical condition that inhibits their ability to wear a mask or face covering;
- (h) is unable to put on or remove their mask or face covering without the assistance of another person;
- (i) needs to temporarily remove their mask or face covering while in the indoor area,
  - (i) to receive services that require the removal of their mask or face covering,
  - (ii) to engage in an athletic or fitness activity,
  - (iii) to consume food or drink, or
  - (iv) as may be necessary for the purposes of health and safety;
- (j) is being accommodated in accordance with the *Accessibility for Ontarians with Disabilities Act, 2005*;
- (k) is being reasonably accommodated in accordance with the *Human Rights Code*; or
- (l) performs work for the business or organization, is in an area that is not accessible to members of the public and is able to maintain a physical distance of at least two metres from every other person while in the indoor area.

(5) Subsection (4) does not apply with respect to premises that are used as a dwelling if the person responsible for the business or organization ensures that persons in the premises who are not entitled to an exception set out in subsection (4) wear a mask or face covering in a manner that covers their mouth, nose and chin in any common areas of the premises in which persons are unable to maintain a physical distance of at least two metres from other persons.

(6) For greater certainty, it is not necessary for a person to present evidence to the person responsible for a business or place that they are entitled to any of the exceptions set out in subsection (4).

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### **Protective Measures to Keep Everyone Safe**

- Stay home when you are sick.
- Keep a two metre/six feet distance from others, when possible.
- Wash your hands often, and avoid touching your face with unwashed hands.
- Cough or sneeze into your elbow.
- Wear a face covering or mask in all indoor public spaces or when you cannot maintain [physical distancing](#).
- Clean and disinfect frequently touched objects and surfaces, equipment and tools to maintain a sanitary condition.
- Avoid sharing tools/equipment/supplies.

### **Screening and Preventive Measures to Take:**

- Remind participants about safety precautions on your website and outgoing telephone messages.
- Ensure all parties are aware of and practice [protective measures](#) such as respiratory etiquette, hand sanitization, proper mask wearing (if applicable). Suggested [training supports](#) for participants and instructors to review prior to sessions.
- All instructors and participants must [sanitize their hands](#) with hand sanitizer (minimum of 60% alcohol) prior to entering the classroom. The facility or organizer should make hand sanitizer available at all entrances.
- Have students and instructors complete the [Ontario COVID-19 Self-Assessment](#) prior to attending each session of in-class instruction. Avoid charging a penalty to discourage at-risk participants from attending a session.
- If possible reschedule persons at higher risk (e.g. those who are immunocompromised, have asthma, are older adults etc.) to a separate session or ideally the first session of the day, if multiple groups are being trained throughout the day.
- Maintain records of instructors and participants to support public health contact tracing efforts (i.e. name, date, time, contact information). Due to the time it takes for symptoms of COVID-19 to develop, it is important to keep a record of participants and instructors for a period of 30 days.
- If an instructor or participant becomes ill with any NEW symptom, while at a training session, they should go home right away, [self-isolate](#), complete the [Ontario COVID-19 Self-Assessment](#) and follow guidance given.
- If a participant or instructor were to have COVID-19 and were contagious while at the training session, public health will investigate and notify those who may have been exposed. This may include instructions to self-isolate or self-monitor for COVID-19 symptoms. Anyone with even one symptom should get [tested](#) and stay home.

- Conduct frequent cleaning and disinfecting of commonly touched and used surfaces in between training sessions to include:
  - equipment that is provided to participants
  - frequently touched surfaces such as tables, chairs, doorknobs

## **Classroom Learning**

Consider offering online virtual training instead of in-class training. Where this is not possible consider the following measures to reduce risk:

- Reduce the class size to ensure all attendees and the instructor can maintain 2 metres of physical distancing. The class size must follow indoor limits per the Framework for Reopening Ontario (maximum 50 for stage 3 with distancing).
- Arrange tables/desks and chairs so that there is a minimum of 2 metres between each student when seated. Block off or remove extra furniture.
- All participants must wear a mask or face covering for the entire time of the training unless exempted. See Ontario Regulation: (2) General Compliance -section 4 details above.
- Look at opportunities to increase fresh air by opening doors and windows where possible.
- Consider installing a plexi-glass shield for the instructor to speak behind.
- Arrange sessions so that the same group of students are always in the same class.
- Add floor markings to the facility to direct people.