



TLDSB Learning@HOME

A Framework for Continuity of Learning during COVID-19 School Closures

STAGE 2.3

Stage 2.3 provides information regarding custodial support staff roles during school closures due to COVID-19.

Role and Responsibilities for Custodians

With the extension of the school closures due to the COVID-19 pandemic to the end of May, some school staff will be coming into the buildings to retrieve materials, personal belongings, etc. There has already been limited access to buildings during school closures where administrators and other education staff, with permission from senior administration, have been in the building for short periods of time.

Limited entry to buildings for additional school staff will take place on Thursday, April 30, 2020. Custodial staff are to return to work on a limited basis to support the cleanliness of the schools this Wednesday to Friday (April 29 to May 1).

All staff entering buildings are asked to complete the COVID-19 self-assessment found in the link below prior to coming to work. If self-isolation is recommended, please contact your supervisor.

<https://covid-19.ontario.ca/self-assessment/> .

Physical distancing is to be maintained at all times while conducting custodial duties in schools.

Custodians in elementary schools will generally work in four hour shifts individually. Custodial supervisors advise custodians of shift times. Secondary schools will have two custodians working at the same time in the building but are to work in different areas of the school to ensure physical distancing.

Normal work that would occur in our schools during March break or typically during this time of year can be done.

Priority work this Wednesday, Thursday, and Friday (April 29-May 1) is as follows:

Wednesday, April 29

- Disinfection of any high touch surfaces such as door handles, photocopiers, and light switches.
- Cleaning of any staff washrooms that may be required.

Thursday, April 30

- Teaching staff will be in the building. Please conduct work that will not be in proximity to other staff to maintain physical distancing.
- Cleaning of any staff washrooms that may be required.
- Intermittent cleaning of entry doors should be conducted.
- Cleaning of washrooms, high-touch areas, and entryways will be priority after staff have left the building.
- Normal work that would occur in schools during March break or typically during this time of year can take place.

Friday, May 1

- Regular deep clean can be done in preparation for the next week.
- While on site, Heads will resume the normal checks such as doors closed and secure, observing noting and instituting normal responses to conditions requiring the same (i.e. broken window, malfunctioning mechanical equipment, W.O. Request and/or phone call to immediate supervisor).