

COVID-19 Health policies and guidelines for Fernwood NRG Child Care Programs

As of June 10th 2020 – this document will be continually updated as required

* Updated August 14, 2020

*Updated October 28, 2020

*Updated November 20 2020

*Updated March 17, 2021

*Updated April 10, 2021

ORGANIZATIONAL PROCEDURES:

Upon arrival for your shift wash your hands and for opening shift prepare the bleach disinfecting solution in accordance to the BCCDC.

1:100 dilution Chlorine: household bleach – sodium hypochlorite (5.25%) 10 ml bleach to 990 ml water*

WASH YOUR HANDS, this is one of the best ways to minimize the spread of the virus.

Cough and sneeze etiquette: Cough and sneeze into arm or tissue. Immediately throw away tissue into garbage and wash your hands.

Child Care Drop off Time:

Is between 7:45am to 9:30am (families arriving late should call and coordinate with a staff member for health screening procedures).

Entering the space:

- We will have only one family dropping off at a time.
- We will ask parents/guardians to stay outside the centre until it is their turn to drop off. So, we can maintain six feet of social distancing.
- Parents/guardians are to remain in the cubby area/gym only if entering space.
- Please stay six feet away from the parent/guardian during this time. Speak up if someone is in your bubble.

- The Educator will sign the child in and out each day to minimize who comes in contact with the attendance sheet.

Childcare Staff Illness Screening

To ensure the health and wellness of everyone accessing, the families in our care will complete a daily verbal health assessment; see attached Appendix A.

- Staff and Practicum Students are required to complete a Daily Health Check upon entering. Staff can use the paper format or complete the online form. Team Leads are to ensure this is being completed for each staff onsite.

[Covid-19 Daily Health Check Form](#)

- **No person who is sick is permitted to enter the facility for any reason**, this includes Child, Parent or Staff.
- Children and staff need to stay home and call 811 or primary health care provider when **new symptoms** of illness develop, such as:
 - Fever
 - Chills
 - Cough or worsening of chronic cough
 - Breathing difficulties breathing (breathing fast or working hard to breathe)
 - Loss of sense of smell or taste
 - Diarrhea
 - Nausea and vomiting
- **For mild symptoms without fever**, children and staff members need to stay home and monitor symptoms for 24 hours. If symptoms improve the child/staff member feels well enough, they can return to care without further assessment or doctor's note.
- **If symptoms last for more than 24 hours or get worse**, seek a health assessment by calling 811 or your primary Health care provider. If a COVID-19 test is recommended, please follow the following:
 - **If the COVID-19 test is positive**, continue to self isolate and follow the direction of public health
 - **If the COVID-19 test is negative**, return to care when clear of symptoms and well enough to participate.
 - **If a COVID-19 test is recommended but not done**, self isolate for 10 days after the onset of symptoms and return to care when clear of symptoms and well enough to participate.



- **If you are unsure, call 8-1-1 for advice.** You can also use the BC assessment tool at <https://bc.thrive.health/>
- If a COVID-19 test is not recommended, staff and children may return to care when symptom free and well enough to participate.
- Staff and children need to stay at home if anyone in your house has been advised to Self isolate and you are awaiting a COVID-19 test.

If you or your child has seasonal allergies please advise your Team Lead and Director of Childcare, so we can create a baseline of symptoms. Your child will be sent home if their baseline symptoms worsen.

We have asked parents to limit the number of items that are being brought from home. Please make sure children's belongings are put in their individual cubbies and to keep children's belongings as separate as possible.

Once children have been screened and arrive into program they will immediately go and WASH THEIR HANDS with soap and water for 20 seconds. Parents have been asked to talk about the importance of handwashing with their children and to prepare them for the expectation that handwashing will happen several times a day.

During Childcare Programming:

Health and safety guidelines will be updated and adapted as needed as we are following the BC's Ministry of Health and the BCCDC guidelines.

Hand Washing for Childcare Staff:

- When they arrive at the centre and before they go home
- Before handling food, preparing bottles or feeding children
- Between handling raw and cooked food – cross contamination is a risk
- Before and after giving or applying medication or ointment to a child or self
- After changing diapers, assisting a child to use the toilet, using the toilet
- After contact with body fluids (runny noses, spit, vomit, blood)
- After cleaning tasks
- After removing gloves
- After handling garbage
- Whenever hands are visibly dirty

Hand Washing for Children in programming:

- When they arrive at the centre and before they go home



- Before eating and drinking
- After a diaper change, using the toilet
- After playing outside or handling pets
- After sneezing or coughing into hands
- Whenever hands are visibly dirty

Six steps to proper handwashing:

1. Wet hands with warm running water.
2. Apply a small amount of liquid soap. Antibacterial soap is not required.
3. Rub hands together **for at least 20 seconds** (sing the ABC's). Rub palms, backs of hands, between fingers and under nails and creating a lather.
4. Rinse off all soap with running water.
5. Dry hands with a clean, disposable towel.
6. Discard the used towel in the waste container.

Hand washing signs are to be posted in all bathrooms.

If sinks are not available for hand washing, you may use alcohol-based hand sanitizers containing at least 60% alcohol. Please note that this is not very effective when a child's hands are dirty, such as when coming in from outside. **Wash hands with sanitizer the same way you would wash with soap and water for 20 seconds.**

Public Playground Usage:

Public parks are now open to use. When accessing them follow these steps:

- Adults must practice social distancing (2 metres).
- Wash your hands and the children's hands before and after use. Please remember that if hands are visibly dirty sanitizer will not be affective.
- Limit your time if others are waiting.
- Come back later if it is too busy.

PHYSICAL DISTANCING and MASK USAGE:

- Wearing masks indoors in addition to physical distancing is mandatory (addition as of August 14 2020);
- Masks are not required at meal time, but physical distancing is required (addition as of August 14 2020);
- Keep physical distancing as much as possible, especially with other staff and parents.



- Have the children outside often and throughout the day: this could include learning activities, snack time and play time.
- Ensure you have good ventilation in the centre by opening windows if possible.
- Minimize the frequency of direct physical contact with children when possible.
- Establish different expectation based on age and developmental level. Support younger children to have less direct contact with one another and support older children to maintain physical distance (your own bubble).
- Staff should maintain physical distancing from one another and parents/guardians.
- **This means: 6ft**
 - **2metres or**
 - **2 Golden Retrievers end to end length wise ☺**
- Use ideas that work for your program and space.
- **Avoid close greetings** (e.g., hugs, cuddles, and handshakes). Regularly remind children to keep “Hands to yourself” and to stay within their own bubble.
- Create games that help children learn about social distancing. Ex. Play music and have children dance with hands outstretched. Be creative!
- Organize children into smaller groups to minimize direct physical contact.
- Set up small group provocations to reduce the number of children in a group, for example, set up 2 or 3 areas for colouring or doing crafts.
- Create space between children during snack, lunch and nap times, by spreading the children out so they are farther apart. If space is limited, place children head-to-toe or toe-to-toe.
- Redirect children to other areas or centres to decrease direct contact.
- Encourage children to eat and drink from their own plates and cups.
- Have the meetings outside, in well ventilated areas or over video calling;
- Ensure you have good ventilation in the centre by opening windows if possible;
- Although you may have co-workers in your “bubble” outside of work, you are required to maintain physical distance while at work;
- All children in grade 4-5 are required to wear masks indoors. For K-3 children it is strongly recommended. Masks can be provided.
 - The exceptions to this include (from the Office of the Superintendent):
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 - A person who is unable to wear a mask because they do not tolerate it (for health or behavioural reasons);
 - A person unable to put on or remove a mask without the assistance of another person;
 - If the mask is removed temporarily for the purposes of identifying the person wearing it;
 - If the mask is removed temporarily to engage in an educational activity that cannot be performed while wearing a mask (e.g. actively playing a wind instrument, high-intensity physical activity, etc.);
 - If a person is eating or drinking;



- While providing a service to a person with a disability or diverse ability (including but not limited to a hearing impairment), where visual cues, facial expressions and/or lip reading/movements are important.

We will be minimizing the number of additional adults entering our programs, unless they are providing Inclusion support. So, at this time there will be no Music, Multi Sport, Story Time, Yoga, or students in our programs. We will allow practicum students, but they will be required to wear masks at all times while onsite.

Childcare Food Policies:

FNRG will provide all the children and staff with 2 snacks and a lunch. If any of the children are identified as having dietary restrictions please inform your Team Lead or Director of Child Care. All children's cups and water bottles must remain at the centre and are to be cleaned and sanitized daily.

Food and beverages should not be shared, so at this time we cannot allow homemade food items to be brought into the centre (e.g. birthday treats). Children and staff can bring their own reusable food containers for their own personal use if needed.

All dishes are to be sent to the kitchen to be cleaned and sanitized by the kitchen staff. No staff is to enter the kitchen without the permission of kitchen staff.

Children are not allowed to help serve food at this time.

Health Policies:

No person who is sick is permitted to enter the facility—any parent, child or educator with symptoms of illness should not enter.

If a staff member starts showing symptoms of what could be COVID-19, it is important to:

- go to first aid attendant or manager;
- wash and sanitize their hands;
- be asked go home right away;
- For mild symptoms without fever staff members need to stay home and monitor symptoms for 24 hours. If symptoms improve the staff member feels well enough, they can return to work without further assessment or doctor's note (addition October 2020);



- If symptoms last for more than 24 hours or get worse, seek a health assessment by calling 811 or your primary Health care provider. If a COVID-19 test is recommended, please follow the following:
 - If the COVID-19 test is positive, continue to self isolate and follow the direction of public health (addition October 2020);
 - If the COVID-19 test is negative, return to work when clear of symptoms and well enough to participate (addition October 2020);
 - If symptoms increase and a COVID-19 test is recommended but not done, self isolate for 10 days after the onset of symptoms and return to work when clear of symptoms and well enough to participate (addition October 2020);
- Once the ill worker has gone home please clean and disinfect any surfaces at the ill worker has come in contact with;
- Once the health care professional has cleared you please contact Erin or Jenna to discuss returning to work;
- Continue to practice good hand hygiene and respiratory hygiene such as coughing in elbows instead of hands and throwing tissues out immediately after use.

If a child starts showing symptoms of what could be COVID-19, it is important to:

- Contact the child's parent or caregiver to come and pick them up right away. An immediate pick-up is required. Children will not be allowed to return to program for 10-14 days or until they have received a negative test for COVID-19.
- If a child exhibits any symptoms at home, parents need to notify staff of symptoms and the child must remain at home for 10-14 days or until they have received a negative test for COVID-19.
- We will have a separate and supervised area where you can promptly separate a child or staff member. If a child becomes sick they will be removed from others until their parent or caregiver can come and pick them up.
- Any staff member showing symptoms should go home right away. Please be aware that we are running these programs with a limited number of staff, so programs may have to be suspended if we do not have enough staff to operate. Please notify your Team lead or Director of Child care immediately.
- Continue to practice good hand hygiene and respiratory hygiene such as coughing in elbows instead of hands and throwing tissues out immediately after use. You can offer a child a tissue to cough or sneeze into.
- Do a thorough cleaning of the space once the child has been picked up.



Cleaning and Disinfecting:

COVID-19 is a respiratory illness and is transmitted in the same fashion as influenza. Make sure you are well-stocked with hand washing, cleaning and disinfecting supplies at all times (i.e., soap, clean towels, paper towels, bleach, laundry soap, multi purpose cleaner and, if needed, 70% alcohol-based hand sanitizer).

Please let Erin know when you are running low, so that we can order.

- We will be using a bleach solution to disinfect. The solution needs to be re-made each day.
Bleach dilution instructions:

1/3 cup of bleach per 4.5 Liters of cold water

Or

10mL into 990mL of cold water (for smaller batches and general cleaning)

- Clean and disinfect tables before and after use and especially before eating.
- General cleaning and disinfecting of the centre should occur at least once a day;
- After each bathroom use every employee must disinfect the following:
 - Toilet Seat
 - Flusher handle
 - Light switch
 - Faucet's
 - Door Knobs (addition as of August 14 2020)
- Frequently-touched surfaces should be cleaned and disinfected at least twice a day
These include:
 - door knobs
 - light switches
 - faucet handles
 - table counters
 - chairs
 - electronic devices
 - tables
 - phones
- Clean and disinfect any surface that is visibly dirty;

Childcare Specific Cleaning Requirements:



Bleach dilution instructions for disinfecting surfaces contaminated with bodily fluids; E.g. vomit, diarrhea, mucus. Clean with soap first.

20mL into 990mL of cold water (for smaller batches and general cleaning)

- Consider limiting the use of frequently-touched items that cannot be easily cleaned to those that support learning, health and development. If you do use items that are harder to clean, ensure everyone practices hand hygiene before and after use.
 - Toys, manipulatives objects and other items that may not be easily cleaned (including things like sand, foam, playdough, rice etc.) can continue to be used if hand hygiene is practiced before and after use.
 - There is no evidence that the COVID-19 virus is transmitted via paper or other paper-based products. Laminated or glossy paper-based products (e.g., children's books or magazines) and items with plastic covers (e.g., DVDs) can be contaminated if handled by a person with COVID-19; however, the risk is low. There is no need for these items to be cleaned and disinfected or quarantined for any period of time, or for hand hygiene to be practiced before or after use.
- Only keep enough toys out to encourage individual play. **Toys must be cleaned and sanitized after every use.**
- Clean and disinfect all toys after every use. If a child puts a toy in their mouth, please put it aside to be cleaned.
- **Garth Homer will not be cleaning toys, so it will be your responsibility.**
- Clean toys with soapy water and then lay out on a clean surface and spray thoroughly with sanitizer. Allow to air dry.
- Empty garbage containers daily, at minimum. The city will empty the garbage's in the community centre building.
- Wear disposable gloves when cleaning blood or body fluids (e.g., runny nose, vomit, stool, urine). Wash hands before wearing and after removing gloves.
- Clean and disinfect cots, cribs and sleeping surfaces weekly if dedicated to a single child or between uses if shared between multiple children. Clean and disinfect when visibly soiled.
- Clean diapering stations after each use.
- Program phones will need to be cleaned and sanitize after each use, for the health and safety of staff please assign one person to answer the phone. Please sanitize phone between uses.
- Keep several cleaning cloths available for cleaning. You are not re use a cleaning cloth if you have used it to clean a contaminated area, immediately put it in the dirty laundry.
- Ensure good hand hygiene is practiced immediately after changing diapers or assisting with toileting.



Visitors:

Parents, caregivers, health-care providers, volunteers, and other non-staff adults (e.g., visitors) **entering child care settings** should be limited to those supporting activities that are of benefit to children's learning and wellbeing.

- All visitors should provide active confirmation (e.g., sign in at entry, e-mail before entry, etc.) that they have no symptoms of illness and are not required to self-isolate before entering.
- Child care settings should keep a list of the date, names and contact information for all visitors who enter the setting.
- All adult visitors should wear a mask when in the setting.

End of Day cleaning:

Childcare Cleaning Requirements:

At the end of the day please wash and sanitize all high touch surfaces, such as door handles, phones, cell phones, light switches, pens, gates, tables, shelves, and any surface a child/adult may touch throughout the day.

Do a load with napping blankets and sheets daily and spray cots. You should have enough sheets that you can do a load every other day. Start load either after nap or in the morning, so you have enough sheets and cloths for the day.

Please communicate with administrative staff if you require any other custodian support for the main community centre building.

Appendix A: Daily Health Check

Please remember, if you are ill, please stay at home



1. Key Symptoms of Illness	Do you, or your child, have any of the following symptoms:	Circle One:	
	Fever	Yes	No
	Chills	Yes	No
	Cough or worsening of chronic cough	Yes	No
	Breathing difficulties (breathing fast or working hard to breathe)	Yes	No
	Diarrhea	Yes	No
	Nausea and vomiting	Yes	No
	Mild symptoms (stuffy or runny nose or sore throat)	Yes	No
2. International Travel	Have you or anyone in your household, travelled outside of Canada within the last 14 days or been in close contact with someone who has?	Yes	No
3. Confirmed contact	Are you a confirmed contact of a person confirmed to have COVID-19?	Yes	No
4. Self Isolation	Has anyone in your household been advised to self isolate?	Yes	No
5. Awaiting COVID testing	Are you or anyone in your household awaiting COVID testing and results?	Yes	No

