

YCS CHILD CARE PROGRAMS – COVID-19 OPERATIONS POLICY

Introduction

As always, Yellowhead Community Services has the well-being of our children, families and staff at the front of all planning and program operations. During a pandemic we look to the Federal, Provincial and Local Government, Interior Health Authority and Canadian Center for Disease Control to help guide us ensuring we meet all recommended safety standards. As a precaution we will be implementing the following new measures until we are directed to resume usual operations.

Daily health checks

Our health and wellness policy remains unaffected, you can review this in a program handbook, available on our YCS website; www.yellowheadcs.ca Children must be well enough to participate in all aspects of child care to attend.

Parents are required to read and sign a statement regarding our COVID-19 attendance and operations policy prior to their child starting at a YCS Licensed Child Care Program.

Parents are expected to complete a daily health check on their child before sending them to childcare. If you think your child is ill, please keep them at home.

Daily Health Check			
	Does your child have any of the following key symptoms?	Circle one	
1. Key symptoms of illness	Fever	Yes	No
	Chills	Yes	No
	Cough or worsening cough (breathing fast or working hard to breathe)	Yes	No
	Loss of sense of smell	Yes	No
	Diarrhea	Yes	No
	Nausea or vomiting	Yes	No
2. International travel	Have you returned from travel outside of Canada in the last 14 days?	Yes	No
3. Confirmed contact	Are you a confirmed contact of a person confirmed to have COVID-19?	Yes	No

Step 1. Complete the daily health care check above

Step 2. Two or more “YES”. If you answered “Yes” to two or more of the key symptoms of illness or your child has a fever or difficulty breathing, seek a health assessment. A health assessment can be completed by phoning 8-1-1 or contacting a primary care provider like your physician or nurse practitioner. You should not return your child to their center until COVID-19 has been excluded through the health assessment and symptoms have improved.

One “YES”. If you answered “YES” to only one of the key symptoms of illness (excluding fever and difficulty breathing) your child should stay at home for at least 24 hours from when the symptoms started. If the symptoms improve your child may return to their program if they feel well enough. If the symptoms persist or get worse seek a health care assessment, as above.

To return to our centers, in accordance with our Health and Wellness Policy, please note that in instances of; **vomiting your child must be symptom free for a minimum of 24 hours and be eating properly** **diarrhea your child must be symptom free for a minimum of 24 hours, be eating properly and have normal bowel movements** **fever / chills your child must be fever free without the use of fever reducing medications for at least 12 hours**

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“YES” to questions 2 and/or 3. If you answered yes to questions 2 or 3, use the COVID-19 Self-Assessment Tool found at <https://bc.thrive.health/covid19/en> to determine if you should seek testing for COVID-19.

If a COVID-19 test is recommended as a result of the health assessment, you must isolate your child while waiting for results.

- **If the COVID-19 test is positive**, self isolate and follow the directions of public health.
- **If the COVID-19 test is negative**, return to child care once your child is well enough to participate in normal activities.
- **If a COVID-19 test is recommended but not done**, the child must isolate for 10 days after the onset of symptoms. The child may return when he is well enough to participate in normal activities.
- **If a COVID-19 test is not recommended**, children may return when they are well enough to participate in normal activities.

A child may still attend their program if a person living with them has symptoms of cold, influenza or COVID-19 or respiratory disease as long as they do not have symptoms themselves.

Our sign in sheet will now also act as an agreement between parents and the center. Parents are confirming, by initialing daily, that they have assessed their child’s health before sending them to child care and that they agree their child is healthy.

Payment of child care fees

Children who are unable to attend their program due to a positive COVID-19 test result will not be charged fees while they are absent. A copy of the positive test result must be provided to the child care manager. The child’s place will be held until they are well enough to return. All other fees are due as per the “payment of fees policy”.

Pick up and drop off

Pick up and drop off will occur at the entrance of the center. Parents will not enter the program unless there is a need, such as having a very young child. If a parent must enter the center, they will wash their hands upon entry and maintain as much distance between themselves and staff or other parents and children as possible. They may not touch other children and must limit handling of any program equipment.

- Parents and caregivers who are symptomatic may not enter the center
- No more than two families may approach the door at any one time
- Where there is more than one entrance to a facility parents may use multiple entrances if there are enough staff present to supervise
- Daily health checks may be conducted by asking parents to confirm that their child does not have symptoms of a common cold, influenza, COVID-19 or other respiratory disease.
- Parent must place the pen they use to sign in their child in to the centre, into the container of used pens so that staff may sanitize them prior to re-use
- Parents should use hand sanitizer to sterilize their hands before leaving the center.

Maximum occupancy

Each center will display its maximum occupancy to help reduce the potential for inadvertently spreading COVID-19. Staff will direct parents if the center is at capacity. Please be patient and wait until there is room for you to enter the program if it is necessary for you to enter.

Handwashing

EVERYONE must wash their hands upon entry to their child care center.

1. Wet hands with warm running water
2. Apply a small amount of liquid soap.
3. Rub hands together **for at least 20 seconds** (sing the ABC's). Rub the palms, backs of hands, between fingers and under nails creating a lather.
4. Rinse off all soap with running water.
5. Dry hands with a clean, disposable paper towel.
6. Discard the towel in the waste bin.

Children and staff will wash their hands frequently throughout the day but always

- When they arrive at the center
- Before preparing, serving or eating food
- When using the toilet or helping children to use the toilet /diaper
- After sneezing/coughing or any contact with body fluids
- After any cleaning tasks
- After handling garbage
- Whenever hands are visibly dirty
- Before going home

Coughing and sneezing

Staff will help children remember to use a tissue to catch sneezes, then throw the tissue in the garbage. Children will learn that if they don't have a tissue, it's OK to sneeze into the corner of their elbow.

Everyone must always wash hands after sneezing.

If a child or staff member begins to show any signs of illness that could be associated with influenza or COVID-19 we will;

- Ask parents or emergency contacts to collect their child immediately
- Ensure the staff goes home right away
- Keep the child comfortable but separate from the other children present until they are collected
- Continue with good hygiene practises
- Do a thorough cleaning once the potentially infected person has left the center

Environmental measures

We will use our outside play space as much as possible to include learning activities, free play, snack and meal times. This will help us reduce the size of each group if staffing allows.

Inside our centers we will ensure that there is adequate ventilation by opening windows if possible.

Cleaning and disinfecting

We don't yet know how long the virus causing COVID-19 lives on surfaces, but early evidence suggests it can live on objects and surfaces from a few hours to days. Regular cleaning and disinfecting of objects and high touch surfaces is very important to help to prevent the transmission of viruses from contaminated objects and surfaces.

- Our programs are always well-stocked with hand washing supplies

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- Our toys and center are cleaned daily or after they have been contaminated with body fluids, such as being chewed by an infant.
- We clean and disinfect high-touch surfaces frequently throughout the day
- We empty garbage containers daily.
- We disinfect using 1-part bleach and 9-parts water - making sure this solution on a wipe or cloth makes contact with the surface for at least 1 minute for disinfection.

Clean clothing

Children must wear clean clothing to their center every day and bring at least two full changes of clothing with them in their back pack.

Anyone entering a program for longer than drop off or collection of their child will be required to wear a full length lab coat for the entire visit with us. All visits must be arranged in advance with the program manager.

Lunch kits

Please ensure that your child's lunch kit is washed and cleaned daily. Children may not share food or handle other children's food.

When ever possible staff will split groups of children into smaller groups and stagger snack and lunch times so children may sit in smaller groups with a larger distance between them. Staff may support children at meal times by placing their food from their lunch kit onto a plate. Staff will wash their hands in-between touching each child's lunch containers.

Please remember....

How a child enters a center often sets up their experience for the remainder of the day. When you bring your child please help them be confident that they will be safe and well cared for with us. We ask that you

- Complete a daily health check on your child before bringing them to the center
- Do not send your child if they are ill
- Make sure your child has all they will need for their day with us
 - Back pack containing;
 - 2 complete outfits, all items labelled
 - Rest blanket
 - Lunch
 - Any medication
 - Appropriate outdoor clothing
- Hand your child to a staff member at the door
- Sanitize your hands on arrival and before leaving
- Make sure your child is wearing freshly laundered clothing
- Do not enter the center unless necessary, then wear a lab coat
- Wash your hands before leaving
- Provide us with available emergency contact at all times
- Speak with us if you have any concerns

We hope that you can appreciate our efforts to keep any germs and diseases away from the center. If you have questions, please ask staff. We know that these are difficult times and are trying to find our best and safest way forward. This policy will be updated regularly.

Becoming ill at a child care program

If a child develops new symptoms of illness in a child care setting	If a staff develops new symptoms of illness while in a child care setting
<p>Staff will take the following steps:</p> <ol style="list-style-type: none"> 1. A staff member will be identified to care for the child 2. The staff member will immediately separate the symptomatic child from others in a supervised area until they go home 3. Contact the child parent or care giver to pick them up as soon as possible 4. Where possible maintain distance of 2 meters from the ill child. If this is not possible, the staff member should wear a non medical mask or face covering if available and tolerated or use a tissue to cover their nose and mouth. 5. Avoid touching the child’s body fluids (e.g. mucous, saliva). If you do, practise diligent hand hygiene. 6. Once the child is picked up, practise diligent hand hygiene. 7. Staff responsible for facility cleaning must clean and disinfect the space where the child was separated and any areas recently used by them (e.g., classroom, bathroom, common areas). <p>Parents r caregivers should pick up their child as soon as possible if they are notified their child is ill.</p>	<p>Staff should go home as soon as possible.</p> <p>If unable to leave immediately:</p> <ol style="list-style-type: none"> 1. Symptomatic staff should separate themselves into an area away form others. 2. Maintain a distance of 2 meters’ form others 3. Use a tissue or non medical mask to cover their nose and mouth while they wait for a replacement staff or to be picked up. 4. Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g. classroom, bathroom, common areas).
<p align="center"><i>Children and staff should return to their child care facility according to the guidance in this document.</i></p> <p align="center"><i>A health care provider note is note required for children to return to their center.</i></p>	