Lil Clubhouse Childcare

COVID Parent Handbook

Last updated September, 2020

Lil Clubhouse Childcare will continue to follow all updated protocols and procedures as outlined by the Health Authorities and CDC.

Given these important requirements, it is imperative that we are resolute in our health policy, and that all parents understand and agree to the following additional requirements.

In the event of an unexpected closure due to an emergency, illness and or pandemic, we will give as much notice as possible. If temporary closure is less than 15 days, fees will not be reimbursed.

**Provision of Care**

We are grouping children in “shared social distancing bubbles”.  Essentially, this will mean that children will be attending childcare, and be placed in a group.  This limits the number of people outside of your family that your child is exposed to.

*We are reminding families that having your child attend childcare does mean that your entire family has a larger shared social distance bubble.  Please behave responsibly and follow Dr. Henry’s recommendations if you are attending childcare as well as socially interacting with individuals outside of your household.  At this time, your “shared social distance bubble” includes all individuals that any member of your family interacts with, including your child.*

**Provision of Care during staff illness**

As staff are also required to stay home when exhibiting illness symptoms, until they have received a negative Covid-19 test, and we are ensuring small group care bubbles, this presents a significant limitation to our operation in the event of staff illness.  We simply cannot have illness spread throughout the staff team.  We will be addressing staff illness in the following way:

1. For groups running with TWO staff: the group will be provided a staff-illness rotation list, and children will be able to attend alternating days, at a 1:8 ratio (3-5 programs) or 1:4 ration (infant-toddler programs).
2. For groups running with ONE staff: the group will not be able to operate until the negative Covid result is received.   In the unlikely event we have a staff available who can cover for several days, we will temporarily put in the substitute staff.  It is more likely that this will not be possible, and as such, the group will be unable to operate until the staff test is completed and the staff is able to return to work.

**Illness and Attendance**

Children may not attend Lil Clubhouse programs if they exhibit any symptoms of respiratory illness, rash, vomit, diahrrea or fever, some of these may very well be caused by allergies or teething however there is a zero tolerance for any signs of unwell, we simply cannot take any chances. Our pandemic health & wellness policy is attached.  There are no exceptions to this illness policy.  This policy will be remaining in place indefinitely.  As such, parents are encouraged to think through how they will work from home/care for children who are required to stay home until they are symptom free.  Little ones get sick a significant amount in their first year of daycare; it is imperative to have an accessible plan B until the COVID-19 vaccine is available.

Individuals residing in the household with any child attending Lil Clubhouse are to be taking all precautions possible to limit their exposure to COVID-19.

If there is an illness outbreak, the centre will close with little notice for the recommended 14 days to isolate. Fees are not being refunded due to illness - be it a staff or child illness.

**Hours 8:00 am to 5:00 pm**

To give our limited staff time within their 8 hour day working alone to thoroughly clean and disinfect, we must adjust our hours to allow for this to be done everyday. Hours will gradually be added as deemed appropriate.

**Arrival & Pick Up Protocol (Limit 1 family member)**

Parents are not currently permitted to access inside the daycare rooms.

**ARRIVAL**

·  ONLY **2** FAMILIES PERMITTED IN HALLWAY AT ALL TIMES

·  PARENTS ARE NOT CURRENTLY PERMITTED IN THE CENTRE

·  WASH EVERYONE’S HANDS WITH SANITIZER (located inside the front door) UPON ENTERING THE SCHOOL

·  KNOCK ON DAYCARE DOOR

·  YOUR CAREGIVER WILL BE WITH YOU SHORTLY

·  PLEASE DO NOT ENTER THE DAYCARE ROOM

·  MAINTAIN SOCIAL DISTANCING WHILE YOU WAIT

·  STAFF WILL SIGN YOUR CHILD IN

**PICK UP**

·  PARENT WASH HANDS WITH SANITIZER

·  KNOCK ON DOOR AND WAIT

·  MAINTAIN SOCIAL DISTANCING WHILE YOU WAIT

·  PLEASE DO NOT ENTER THE DAYCARE ROOM

·  A CAREGIVER WILL BRING YOUR CHILD AND BELONGINGS TO YOU

·  STAFF WILL SIGN YOUR CHILD OUT

**Cleaning and Sanitization**

 Following the current health authority guidelines for sanitization and care:

* 1. Inside the classroom, including all accessible materials, will be disinfected twice per day when used full day.  Disinfection must be completed using a health authority approved sanitizer. We respect that some families prefer us not to use these, and feel they are “unnatural” cleaning products.  Unfortunately, these are the only options we will use for disinfection, as per the CDC.
	2. The washroom is disinfected after every child use.
	3. Child bags must be plastic and on arrival will be sprayed with the disinfectant solution upon being brought into the classroom.  Please plan your child’s bag accordingly.
	4. Children MUST HAVE DAYCARE ONLY SHOES that stay in the classroom. We ask that you send shoes that will be easily disinfected - we highly recommend natives or similar rubber/plastic based shoes that will work outdoors and can easily be cleaned.
	5. When eating outdoors, we place a tablecloth on the table, and disinfect the tablecloth.  Hands are washed with soap and water, prior to eating.

**Snacks**

Snacks need to be provided in disposable containers. For example, plastic wrap, ziplock bags, reusable containers.

**Lunch**

Please send all lunch / snack items in a plastic bag in reusable and wipeable containers. You must add an ice pack, fridge storage will not be used.  The children will not have insulated lunches, please plan your lunches accordingly.

**Sunscreen**

In order to reduce possible spread of illness, we want to refrain from applying sunscreen on every child. Please lather your child with sunscreen before arrival and provide a **SPRAY** sunscreen for staff to reapply if necessary.

**Child/Staff Interactions**

* Avoid getting down to child’s face level ie: bend only part way when zipping up coats vs: kneeling in front of the child
* Find alternate ways to show affection such as air hugs, big waves, air kisses
* Carry infants facing away from you whenever possible
* Maintain 6 feet social distancing with parents
* Encourage children to maintain a “personal bubble” and encourage them to use own toys or ask staff to wash if they would like to share
* Use glove when wiping child’s nose

**Communication**

* Ensure that all information from families is communicated in timely fashion to Manager
* Be firm at ensuring everyone is adhering to policies, but sensitive to how things are stated as pandemic has created heightened anxiety
* When a parent calls in to say their child will be absent, be sure you find out why. If sick, be sure you document their symptoms in communication book. Be sure you inform Management immediately of any suspect Covid19 cases
* After using center phone wipe with alcohol swab immediately. Messages may be retrieved on classroom phone
* Staff are to avoid sharing items as much as possible (have own pens, etc)
* Manager to contact Health Unit to report any potential case

**Nap Room**

* Space children out as much as possible, min 2m (use as much of the room as possible
* Cots are placed head to toe
* Ensure beds are bleached daily
* Ensure all bedding is washed (Avoid shaking when making or laundering)

**Outside**

* Staff are encouraged to spend as much time outside as possible – Minimum 3+ hours would be ideal
* Children may go for walks
* Children may use our playground
* Wipe down with bleach cloth high touch items as necessary ie: bike handles, slide sides

**Tables**

* Large tables seat max 4 and small seat max 2 (less at each if possible)
* When two staff are present split the group in half
* Be sure to clean and sanitize after meals and sweep floor

**Art/Sensory**

* Limit children to two at small table and 4 at large table (less if possible)
* Give each child personal art supplies, wipe with bleach when done
* Give individual playdoh in bag with child’s name and do not permit sharing, store in baggie with name.
* Children must bring foods that does not require heating as they may eat outside
* Children are not permitted to share food

**Play Areas/Toys**

* Two to Three children may play together in each area (preferably each with own toys)
* Toy Bins will be placed out for children to play with and then sanitized
* Avoid using toys that can not be easily washed
* No soft items will be out (dress up, puppets, stuffed animals)
* Avoid sharing of toys as much as possible by having children playing parallel (toys can be separated by giving half to two children beside each other)
* Puzzles once used will be sanitized
* Limit play food (depending on children present it may need to be removed)
* Books may be left out as low risk (wipe down periodically)
* Wash toys that have been put in child’s mouth

**Bathroom**

* Avoid children lining up
* Adult will remain in bathroom to “teach” proper handwashing, tap off with towel etc.
* Children may sing song while washing for 20 seconds
* Adult must wear gloves when changing diapers when BM, not needed with urine

**Handwashing**

* Staff Wash hands frequently with soap and water (hand sanitizer on occasion or when outside)
* Upon arrival
* When visibly dirty
* Before/After touching face
* After close physical contact with a child or their personal belongings: firstaid, wiping nose, sunscreen, wiping tears,
* After you have coughed or sneezed into tissue or hands After going to washroom, diapering or assisting child in washroom
* After cleaning tasks
* Before handling food or clean dishes
* Before feeding children, food prep or making bottles
* Before and after eating
* After removing gloves
* After having been outside
* Children Wash hands frequently with soap and water (hand sanitizer only if

**Mid Day Health Check/Sick Children**

* Staff will take children’s temperature prior to nap time
* Keep in separate area until picked up
* Staff are to maintain a safe distance of 2 meters if possible
* Sanitize area thoroughly as soon as possible
* Instruct parents to keep Manager up to date with info

**Illness policy**

Please remember that the Covid-19 public health emergency is rapidly changing, and our ability to remain open may change without notice.

Dr. Henry maintains that childcare centres can safely care for children if they are following the prescribed health protocols.

*We do not recommend that children with underlying health concerns, or children who live within a household with any underlying health concerns that are considered to be an additional risk for Covid-19, attend child care programs during the Covid-19 pandemic.*

Accordingly, please note the following Covid-19 Health and Wellness policy, which applies to all staff and children within this facility.

On arrival, children will have their temperature taken **before** entering the facility.   If the child has a temperature, they must be taken home and remain home, as per the health policy, below.  \*\*Ear thermometers will not be used, as “Earwax or a small, curved ear canal can interfere with the accuracy of a temperature taken with a digital ear thermometer.”  We will be using a no-touch forehead thermometer.  [*(Reference: Mayo clinic)*](https://www.mayoclinic.org/diseases-conditions/fever/in-depth/thermometers/art-20046737?fbclid=IwAR3xkrBGvyGof9nBRQ2hs-bxRx-6nYjo9KSWfg9U9wBEEGCg37s_EgMHP-Q)

Parents will additionally be asked health questions each morning, confirming that their child is symptom free and that their child has not been given acetaminophen or ibuprofen in the last 12 hours.  In the event that a parent is found to be not answering this statement truthfully or withholding important medical information, childcare will no longer be provided to that family.  If a child develops any illness after drop off, the child will be separated immediately and parents must pick up right away, we do not have a sick room or extra staff to be able to separate a sick child for long periods of time.

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| **Symptom** | **May return when** |
| Temperature of 100 F / 37.8 C or higher (orally) or 99 F / 37.2 C or higher (under the arm)  | May return to child care after 10 days AND symptom free; or following a negative Covid test after 5 days and 48 hours symptom free. |
| Runny nose, cough | May return to child care after 10 days and symptom free or following a negative Covid test after 5 days and 48 hours symptom free. |
| Vomit/Diahhrea | May return to child care after 10 days and symptom free or following a negative Covid test after 5 days and 48 hours symptom free. |
| Sore throat | May return to child care after 10 days and symptom free or following a negative Covid test after 5 days and 48 hours symptom free. |
| Difficulty breathing or wheezing  | May return to child care after 10 days and symptom free or following a negative Covid test after 5 days and 48 hours symptom free. |
| Unexplained fatigue, rash, aches or cold/flu-like symptoms | May return to child care after 10 days and symptom free or following a negative Covid test after 5 days and 48 hours symptom free. |
| Sinus congestion | May return to child care after 10 days and symptom free or following a negative Covid test after 5 days and symptom free. |
| Children who have, or children with others living in the same home who have just returned from international travel | May return after self-isolating for 14 days **and** being symptom free |
| Children who have, or children with others living in the same home who have been identified as at-risk of potential Covid-19 exposure | May return after self-isolating for 14 days and being symptom free.  A Covid test is highly recommended |

Additionally, our regular health and wellness policy stands:

Children may not attend childcare programs while they have any of the following symptoms:

* unusual, unexplained loss of appetite, fatigue, irritability, or headache
* eye infections of any kind
* unexplained rashes *or* any rash that is not confirmed by doctor to be non-contagious
* known or suspected communicable diseases (measles, chicken pox, pink eye, hand foot and mouth, etc.)
* ear infection
* nausea, vomiting and/or diarrhea in the last 48 hours
* any respiratory illness such as a cold

***If any of the above symptoms have been present please refer to the above Covid policy chart.***

For the well-being of children, staff and families, open transparency and candor is required around all the above requirements. Although this may lead to some challenging conversations, staff and families need to acknowledge and respect their necessity and their intention of care during the pandemic. We sincerely appreciate your compliance and understanding!





