

COVID Parent Handbook

Last updated January 5th, 2022

In light of the COVID-19 global pandemic, we feel it is important to clarify what Dr. Bonnie Henry has confirmed and encourages childcare centres to remain open.

Wee Childcare will continue to follow all updated protocols and procedures as outlined by the Health Authorities and CDC. This can be found at the following link: https://www2.gov.bc.ca/assets/gov/family-and-social-supports/covid-19qa_covid19_childcare_settings_mar_24_2020.pdf

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.

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. If staff are exposed, they must monitor and get tested 7 days after the exposure. 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 2:8 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

Please refer to summary chart:

<https://uploads.documents.cimpress.io/v1/uploads/3940fbd3-a503-4fa6-ac1c-359b31adda66~110/original?tenant=vbu-digital>

Children may not attend Wee programs if they exhibit any symptoms of respiratory illness, rash or fever, these may very well be caused by allergies 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 until further notice. 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 childcare; it is imperative to have an accessible plan B.

Individuals residing in the household with any child attending Wee Childcare are to be taking all precautions possible to limit their exposure to COVID-19. If someone in the household has been exposed to COVID-19, the children cannot attend childcare for the duration of 10 days.

Fees are not being refunded due to illness - be it a staff or child illness. Our withdrawal policies are listed below.

Please note we do not require a doctor's note for common illness to return to daycare, doctor's notes are for clearing a child of an illness that is beyond the norm. We do not follow doctor recommendations regarding length of time a child can return to daycare, as more often they do not coincide with our own policies. We also do not accept self-diagnoses of an illness.

Withdrawal Policy

Regular withdrawal notice is required. Parents must follow the regular policy of withdrawal by giving two calendar months' notice as tuition will be required whether the child attends or not.

Arrival & Pick-Up Protocol

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

ARRIVAL (LIMIT ONE FAMILY MEMBER)

- PARENTS ARE NOT CURRENTLY PERMITTED IN THE CENTRE
- HAVE WASHED HANDS UPON ARRIVAL, PARENTS INCLUDED
- KNOCK ON DAYCARE DOOR
- YOUR CAREGIVER WILL BE WITH YOU SHORTLY
- PLEASE DO NOT ENTER THE DAYCARE ROOM
- MAINTAIN SOCIAL DISTANCING WHILE YOU WAIT
- TAKE TEMPERATURE BEFORE ARRIVING
- ANSWER HEALTH CHECK QUESTIONS, A STAFF WILL SIGN YOUR CHILD IN

PICK UP

- PARENTS ARRIVE WITH WASHED HANDS
(WE WILL WASH YOUR CHILDS HANDS AS THEY ARE PICKED UP)
- 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
- A STAFF MEMBER WILL SIGN YOUR CHILD OUT

Cleaning and Sanitization

Following the current health authority guidelines for sanitization and care:

- A. 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.
- B. The washroom is disinfected after twice a day.
- C. Children MUST HAVE DAYCARE ONLY SHOES. We ask that you send shoes that will be easily disinfected and align with weather outdoor needs - we highly recommend natives or similar rubber/plastic based summer shoes that will work outdoors at and can easily be cleaned and rubber boots for the winter time. For inside shoes we recommend runners with Velcro or slip-on shoes (not slippers).
- D. When eating outdoors, we place a tablecloth on the table, and disinfect the tablecloth. Hands are washed with soap and water, prior to eating.

Sunscreen

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 when 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
- 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 messages on Seesaw to say their child will be absent, be sure you find out why. If sick, be sure you document their symptoms in the sign in communication book. Be sure you inform Management immediately of any suspect Covid19 cases
- After using center phone wipe with alcohol swab immediately.
- 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 weekly
- Ensure all bedding (including part time children) is washed and recorded weekly (Avoid shaking when making or laundering)

Outside

- Children may go for walks but avoid going out places that public frequents/gathers
- Children may use our playground, public playgrounds are not permitted
- Wipe down with bleach cloth high touch items as necessary ie: bike handles, swing chain, playground railings, slide sides, talk tubes (avoid spraying bleach as may rust)

Play Areas/Toys

- Toy Bins will be placed out for children to play with and then put away with date (may sit for 7 days or be bleached prior to using)
- Avoid using toys that can not be easily washed

- Puzzles once used will be placed away with date (avoid use for 7 days)
- 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

- 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)
 - o Upon arrival
 - o When visibly dirty
 - o Before/After touching face
 - o After close physical contact with a child or their personal belongings: first aid, wiping nose, sunscreen, wiping tears,
 - o After you have coughed or sneezed into tissue or hands
 - o After going to washroom, diapering or assisting child in washroom
 - o After cleaning tasks & taking out the garbage
 - o Before handling food or clean dishes
 - o Before feeding children, food prep or making bottles
 - o Before and after eating
 - o After removing gloves
 - o After having been outside

Children Wash hands frequently with soap and water (hand sanitizer only if outside)

- o Upon arrival
- o When visibly dirty
- o After touching nose or fingers in mouth
- o After you have coughed or sneezed into tissue or hands
- o After going to washroom
- o Before and after eating
- o After having been outside

Mid-Day Health Check/Sick Children

- Staff will take children's temperature prior to nap time
- If a child is sick, they will be 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

<i>Children should perform hand hygiene:</i>	<i>Staff should perform hand hygiene:</i>
<input type="checkbox"/> When they arrive at the child care centre and before they go home	<input type="checkbox"/> When they arrive at the child care centre and before they go home
<input type="checkbox"/> Before and after eating and drinking	<input type="checkbox"/> Before and after handling food (raw, cooked or pre-packaged), preparing bottles or feeding children
<input type="checkbox"/> After a diaper change	<input type="checkbox"/> Before and after giving or applying medication or ointment to a child or self
<input type="checkbox"/> After using the toilet	<input type="checkbox"/> After changing diapers
<input type="checkbox"/> After playing outside	<input type="checkbox"/> After assisting a child to use the toilet
<input type="checkbox"/> After handling pets and animals	<input type="checkbox"/> After using the toilet
<input type="checkbox"/> After sneezing or coughing	<input type="checkbox"/> After contact with body fluids (e.g., runny noses, spit, vomit, blood)
<input type="checkbox"/> Whenever hands are visibly dirty	<input type="checkbox"/> After cleaning tasks
	<input type="checkbox"/> After removing gloves
	<input type="checkbox"/> After handling garbage
	<input type="checkbox"/> Whenever hands are visibly dirty



1. STAY HOME WHEN SICK

All children and staff with common cold, influenza, COVID-19, or other respiratory diseases must stay home and self-isolate.



2. HAND HYGIENE

Everyone should wash their hands more often!

Thorough hand washing with plain soap and water for at least 20 seconds is the most effective way to reduce the spread of illness.



3. RESPIRATORY AND PERSONAL HYGIENE

Cover your coughs.

Do not touch your face.

No sharing of food, drinks, or personal items.



4. PHYSICAL DISTANCING AND MINIMIZING PHYSICAL CONTACT

Spread children out to different areas.

Take them outside more often.

*Stagger lunch times.
Incorporate individual activities.*

Remind children, "Hands to Yourself!"



5. CLEANING AND DISINFECTION

Clean and disinfect frequently touched surfaces at least twice a day.

General cleaning of the centre should occur at least once a day.

Use common cleaning and disinfectant products.

Child with Symptoms of COVID-19	Staff with Symptoms of COVID-19
<p>IF CHILD DEVELOPS SYMPTOMS AT HOME:</p> <p>Parents or caregivers must keep their child at home for a minimum of 10 days from the onset of symptoms AND until symptoms resolve, whichever is longer.</p> <p>IF CHILD DEVELOPS SYMPTOMS WHILE AT CHILD CARE:</p> <p>Staff must take the following steps:</p> <ol style="list-style-type: none"> 1. Identify a staff member to supervise the child. 2. Identified staff member should immediately separate the symptomatic child from others in a supervised area until they can go home. 3. Contact the child's parent or caregiver to pick them up right away. 4. Where possible, maintain a distance of 2 metres from the ill child. If this is not possible, the staff member may use a mask if available and tolerated, or use a tissue to cover their nose and mouth. 5. Provide the child with tissues, and support as necessary so they can practice respiratory hygiene. 6. Open outside doors and windows to increase air circulation in the area. 7. Avoid touching the child's body fluids. If you do, wash your hands. 8. Once the child is picked up, wash your hands. 9. Clean and disinfect the space where the child was separated and any areas used by the child (e.g., bathroom, common areas). 10. If concerned, contact 8-1-1 or the local public health unit to seek further advice. <p>Parents or caregivers must pick up their child promptly once notified that their child is ill.</p>	<p>IF STAFF DEVELOPS SYMPTOMS AT HOME:</p> <p>Staff must be excluded from work, stay home and self-isolate for a minimum of 10 days from the onset of symptoms AND until all symptoms resolve, whichever is longer.</p> <p>IF STAFF DEVELOPS SYMPTOMS WHILE AT WORK:</p> <p>Staff should go home right away where possible.</p> <p>If unable to leave immediately, the symptomatic staff person should:</p> <ol style="list-style-type: none"> 1. Separate themselves into an area away from others. 2. Maintain a distance of 2 metres from others. 3. Use a tissue or mask to cover their nose and mouth while they wait for a replacement or to be picked up. 4. Remaining staff must clean and disinfect the space where staff was separated and any areas used by them (e.g., office, bathroom, common areas). 5. If concerned, contact 8-1-1 or the local public health unit to seek further advice.
<p><i>If a child or staff member is assessed by their family physician or nurse practitioner and it is determined that they do NOT have COVID-19, they may return to child care once symptoms resolve.</i></p>	

Anticipated Questions