

CARE

COVID-19 POLICIES HANDBOOK



Seaside
**Children's
Centre**





At Seaside Children's Centre, our primary focus is the health and well-being of our children, staff, and their families. With the recent impact that the Coronavirus (COVID-19) has had on a global scale, we recognize that it remains a primary focus for all of us.

As it pertains to COVID-19, we are taking appropriate health measures and following recommendations from experts at the Centers for Disease Control and Prevention (CDC), Public Health Agency of Canada (PHAC), World Health Agency of Canada (WHO), and our local health authorities.

We have gone beyond standard protocols to ensure the necessary screening and prevention measures are in place so that our facilities are as safe as possible from coronavirus COVID-19 exposure. As a licensed facility, we continue to work with our local health authority to ensure the superior Infection Prevention and Control (IPAC) measures are in place. We follow best practices and continuously monitor them for updates. Our IPAC officers have appropriately prepared all staff on updated preventative measures for COVID-19 specific to their department as well as provided education and training on a company-wide level.





ACCESS TO CHILD CARE FACILITIES

Parents and staff must not enter the facility if they have symptoms of COVID-19 or have travelled outside of Canada in the last 14 days.

Pick-up and drop-off of children should occur outside the child care setting unless there is a need for the parent or caregiver to enter the setting (e.g., very young children or orientation). If a parent must enter the setting, they should maintain physical distance from staff and other children present and be reminded to practice diligent hand hygiene, wear a mask and maintain physical distance when they are in the facility

Staff with symptoms of COVID-19 will be excluded from work, stay home, and self-isolate until they have been assessed by a health care provider to exclude COVID-19 or other infectious disease, and their symptoms have resolved.

Parents are required to assess their children daily for the presence of symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease prior to drop off and check the prescreen box on the sign in sheet confirming the children are healthy. We will not accept a child at drop off if the child is sick.

Parents must keep their symptomatic children at home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases, and their symptoms have resolved.





PICK UP & DROP OFF

- Drop off and pick up will occur outside the entrance to the facility
- Before entering, parents must apply hand sanitizer that is prepared at the door.
- Avoid greetings such as hugs and handshakes and prolonged conversation.

HAND HYGIENE AND RESPIRATORY ETIQUETTE

- All parents, children and staff are asked to use hand sanitizer immediately when they enter
- Extra signage has been added throughout our facilities to remind and encourage both children and staff to practice frequent and effective hand hygiene.

We require staff to wash their hands regularly throughout the day, including:

- When they arrive at the center and before they go home
- Before and after handling food, preparing bottle or feeding children
- Before and after applying medication or ointment to a child or self
- After changing diapers
- After assisting a child to use the toilet
- After using the toilet
- After contact with body fluids (e.g. running noses, spit, vomit, blood)
- Before donning and after doffing PPE (mask and gloves)
- After cleaning tasks
- After handling garbage
- Whenever hands are visibly dirty



We support children to wash their hands regularly throughout the day, including:

- When their parents forgot to wash their hands or put on hand sanitizer before entering.
- Before and after eating and drinking
- After a diaper change
- After using the toilet
- After playing outside
- After sneezing or coughing
- Whenever hands are visibly dirty

We provide education and direction to staffs and children to:

- Cough or sneeze into their elbow
- Throw away used tissues and immediately perform hand hygiene.
- Not touch their eyes, nose or mouth with unwashed hands.



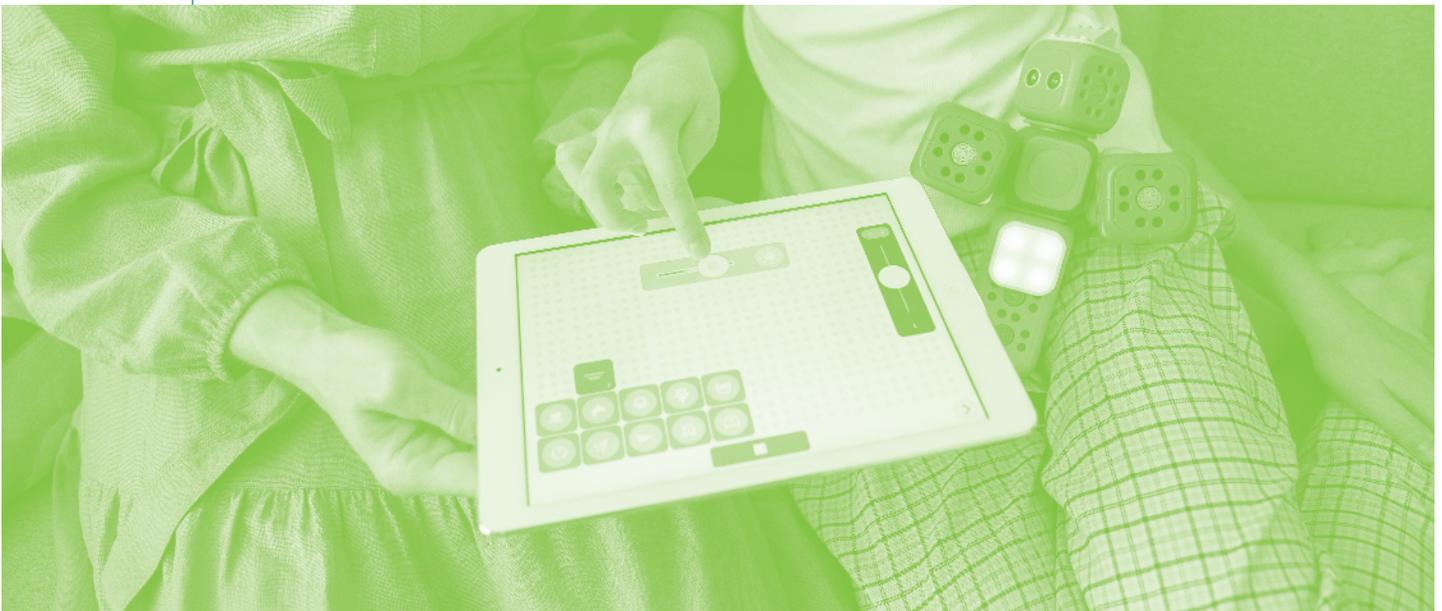


PHYSICAL DISTANCING

- Staff should maintain a distance of at least 2 metres from each other.
- Set up physical distance between each high-chair and chair at the table.
- Incorporate individual activity involving books.
- Put away highly shared toy equipment that cannot easily be sanitized such as stuffed animals and fabric dress up clothing
- Create smaller groups whenever possible.

MEALS AND SNACKS

- No sharing of food or drink by staff or children.
- Children are not to participate in food preparation.
- All dishware and utensils are cleaned and sanitized after each use.





FACILITY CLEANLINESS

- General cleaning and disinfecting of facilities (Including outdoor equipment) at least once a day
- Frequently touched surfaces are cleaned and disinfected at least twice per day (door knobs, tables, chairs, light switches, faucets, and toys)
- Toys and objects that have been in children's mouths are set aside until they can be cleaned and sanitized
- Clean and sanitize sleeping mats daily
- Clean and sanitize change mats after each use
- Bibs and washcloths are laundered after each use
- If staff of child leaves the facility due to symptoms of COVID-19, we clean the areas they were in and sanitize anything they may have touched

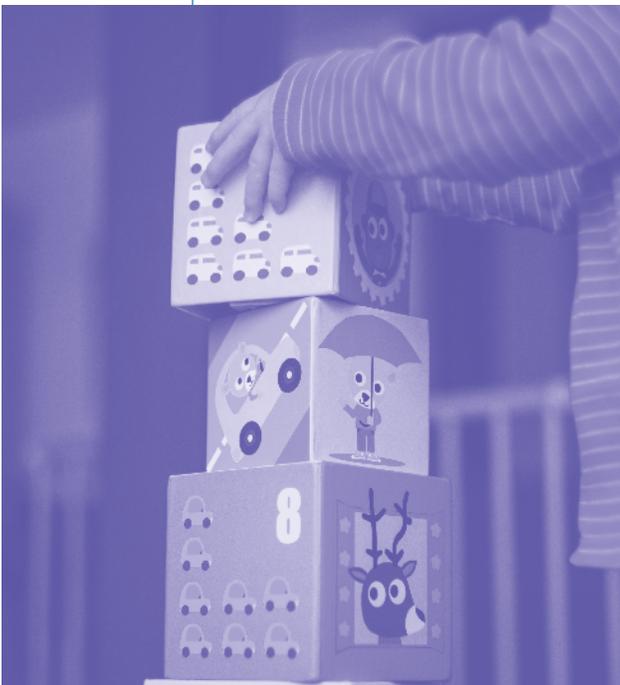
OTHER PRECAUTIONS

- We limit sharing of supplies and equipment (e.g., pens, telephone, tablets, computer mouse) between workers.
- We provide adequate amounts of high touch materials, such as art supplies, in order to minimize sharing between children.
- Store children's belongings separately through the use of cubbies.
- Do not allow sharing of soothers, bottles, sippy cups, or other personal items and label personal items with the child's name to prevent accidental sharing.
- We utilize our outside space wherever possible, including play time, snack time, and for learning activities.



STAFF PRECAUTIONS

- All staff must fill out a prescreen questionnaire and take their temperature upon arrival for their shift.
- All staff wear medical face masks while working in facility spaces
- All staff are required to immediately stop at a hand wash station as soon as they enter.
- Staff capable of working from home still continue to do so.
- Coronavirus/COVID-19 information sessions and information packages provided to all staff.
- Staff returning from travel to both high-risk and non-high-risk countries must self-isolate for 14 days.
- All staff is instructed to stay home if they or a family member have any symptoms of coronavirus COVID-19.
- Staff is requested to socially isolate and distance themselves and their families as best possible.





REFERENCES

1. B.C. Centre for Disease Control/BC Ministry of Health. (2020, March 24). *COVID 19: Public Health Guidance for Childcare Settings*. http://www.bccdc.ca/Health-Info-Site/Documents/COVID19_PublicHealthGuidanceChildcareFacilities.pdf
2. B.C. Centre for Disease Control/BC Ministry of Health. (2020, April 3). *COVID-19: Caring for Children with COVID19*. <http://www.bccdc.ca/Health-Professionals-Site/Documents/Caring-for-children.pdf>
3. B.C. Centre for Disease Control/BC Ministry of Health. (2020, May 15). *COVID-19: Public Health Guidance in Child Care Settings*.
4. Government of British Columbia. (2020, May 6). *BC's Restart Plan*.
5. <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan>
6. B.C. Centre for Disease Control. (2020). *Self-Isolation*.
7. <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation?fbclid=IwAR1aBby206n70gjmpAQi6B3RGMGyKgcWH82BsW6IoLRCW2qDVquPGX3X1pY>
9. WorksafeBC Child care: Protocols for returning to operation (2020, May 22)
10. <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/child-care>

ADDITIONAL RESOURCES

Centre for Disease Control

Centers for Disease Control and Prevention. (2020, April 12). *Guidance for Child Care Programs that Remain Open*. <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#pickup>

BC Centre for Disease Control

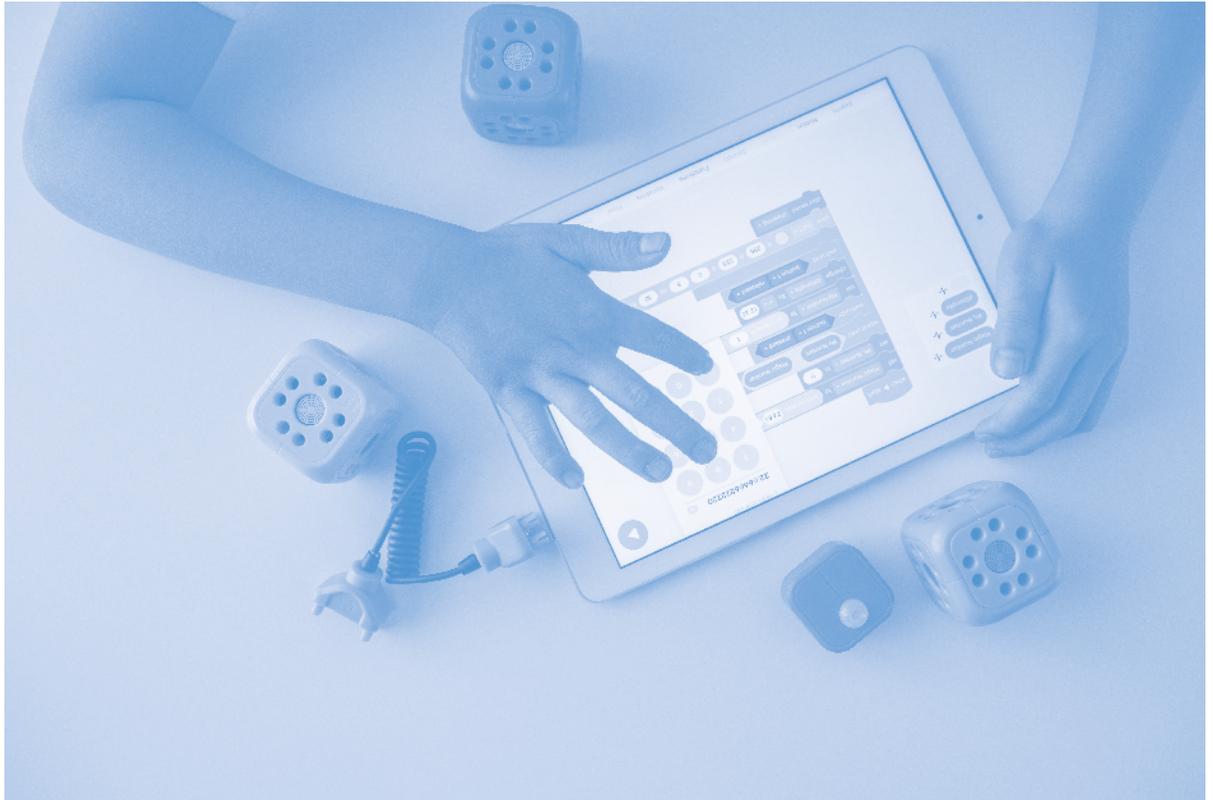
BC Centre for Disease Control. (2020). *Cleaning and Disinfectants for Public Settings*. http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf

BC Health Authority Handouts

Vancouver Coastal Health. (2020, April 24). *Child Care Daily Health Check*. <https://drive.google.com/open?id=1LiGXLNUoCrPtPhW72TDxpO57yYLaHLxW>

Fraser Health Authority. (2020, April 7). *Resource Package for Childcare Facilities*. <https://drive.google.com/open?id=1YYKaMWhGAsQ9HkgD404pADkCp3gtoVC>

Health Link BC. (2018, March). *How to Take a Temperature: Children and Adults*. <https://www.healthlinkbc.ca/healthlinkbc-files/take-temperature>



SAFE



Seaside
**Children's
Centre**

Address: 9195 Highway 101,
Powell River, BC V8A 0H8

Phone: 1.866.487.9050 ext. 300

Hours of Operation:
7:00AM-5:00PM Monday-Friday

Multi-age Group Care under 5 years
of age and Before and After school
care 5-12 years of age