

## COVID-19 POLICY

### Green Apple Daycare

Childcare is an essential service.

Children are considered low risk, and are unlikely to spread Covid-19 to adults. When children become ill, they typically experience mild symptoms.

Hand washing is essential at all times. Soap and water is preferable to hand sanitizer.

Respect physical distancing rules, recognizing that not all physical distancing rules are appropriate or possible with young children.

Cleaning reduces the number of viruses and the risk of contagion. However, cleaning does not eliminate all viruses. Therefore, surfaces must also be disinfected with approved disinfectant products. We have also purchased a UV light to scan over toys and surfaces which claims to kill viruses.

Look out for the signs of illness your child and adhere to the health and wellness / sick policy at all times.

We will provide consistent interactions between caregivers and children, while limiting group sizes whenever possible and reasonable.

We will be aware of the social and emotional needs of the children in our care.

## Arrivals and Departures

- Pick-up and drop-off of children will occur outside our glass doors (Coquitlam location ) and outside the parking lot entrance door (Port Moody location ) If a parent **must** enter the daycare, they should maintain physical distance from staff and other children present. Also, wear a mask, use hand sanitizer, remove shoes if possible before entering the daycare while maintaining physical distance when inside the facility.

## Sign in/Sign out sheet to be signed by all families

This will be located at front entrance outside the daycare

\* The sign in sheet which needs to be signed daily by each parent (time drop off and pick up time please keep in mind daycare is an 8 hour work day maximum + travel time).

Also, a daily symptom free check list to be signed. You will find this on a separate sheet, please read list and initial/sign (a sample is attached end of this booklet) . If your child cannot agree to all questions on the check list the appropriate action will need to be taken (eg. A COVID test taken results sent to daycare via email, a doctors note or stay home until symptom free) Full monthly fee will still apply, no refunds.

Parents should use their own pen and avoid touching the sign in/out sheet directly. Use hand sanitizer before and after touching the sign in/out sheet.

## More than one family arriving at the same time

\* Please remain on the top of the stairs or walkway until your turn this will help with social distancing

Coquitlam location ring doorbell, Port Moody location knock on parking lot side door when you have arrive. Staff will come open door and receive your child.

Daycare #'s 604 931 5595 (Coq) 604 461 8662 (Port Moody location)

Your child will then be taken to wash his/her hands before entering into play and their belongings placed in their cubby.

### Lunch / snack bags

A special separate cubby/shelf will be provided to ensure no cross contamination.

### Cold and Flu Policy of Green Apple Daycare

Below is our **regular** cold and flu policy. In addition to our COVID health and wellness policy (further below) will be strictly enforced to ensure the health and safety of staff and other children:

The passing of bacterial and/or viral infections from one child to another is easily done at this age. Children are learning to wipe their nose, cover their mouth while coughing, washing hands regularly ect..

Staff will work hard to keep the daycare clean and sanitized.

We are reminding parents to please keep your child home if they are not well and are experiencing any acute cold symptoms such as fever, runny nose (yellowish/brownish/greenish in colour, runny eyes, severe non stop deep coughing sore throats (a list is provided below).

If your child is brought to daycare with any of the symptoms, we will unfortunately have to call for a pick up. Please know we completely

understand the inconvenience of this, our intentions are only to keep the other children and staff healthy as possible.

If there are any question about whether or not to bring your child into daycare, please feel free to call the centre 604 931 5595 (Coquitlam) or 604 461 8662 (Port Moody). Tell the staff what symptoms your child is experiencing, and the staff will let you know if your child is well enough to come to daycare or needs to spend a day at home (until symptom free).

\*\* Parents will be notified and required to pick up their child immediately if any of the following symptoms appear/occur:

- Fever 100 F (38.5°C) if fever is high staff will immediately apply cool compress to lower temperature until parent arrives.
- Persistent diarrhea
- Vomiting, nausea within the last 48 hours
- Severe /deep coughing
- Difficult or rapid breathing
- Conjunctivitis
- Yellowish colour or tint to the eyes or skin (jaundice)
- Difficultly swallowing
- Any complaints of unexplained or undiagnosed pain
- Headache
- Pink eye
- Ear infection
- Known or suspected communicable disease
- Green or coloured discharge from nose and/or excessive secretion
- When on antibiotics for an infection, the child is not permitted to return to daycare until the child has been on the medication for a minimum of 24 hours and has no other symptoms.

Parents will be notified of contagious diseases affecting the children at the daycare. A child with a communicable disease will NOT be re-

admitted into care until the period of contamination is passed or until the child is fully recovered. Parents are required to inform the daycare immediately if a diagnosis of a contagious communicable disease is in their home.

## **COVID Health and Wellness Policy**

“Parents with children with any underlying health concerns need to evaluate if their children should attend child care programs during the COVID 19 pandemic”

Accordingly, please note the following Covid-19 Health and Wellness policy.

On arrival health checklist form to sign each morning confirming that their child is symptom free and their child has not been given acetaminophen or ibuprofen in the last 12 hours. If the child has any symptoms, they must return home as per the health policy.

### Symptom:

**Temperature** of 100 F / 37.8 C or higher (orally) or 99 F / 37.2 C or higher (under the arm)

### **May return when:**

May return to child care after a doctors note or negative COVID-19 test is provided AND or when symptom free

### Symptom:

**Runny nose**

### **May return when:**

May return to child care after a doctors note or negative COVID-19 test is provided AND or when symptom free

Symptom:

**Cough**

**May return when:**

May return to child care after a doctors note or negative COVID-19 test is provided AND or when symptom free

Symptom:

**Soar Throat**

**May return when:**

May return to child care after a doctors note or negative COVID-19 test is provided AND or when symptom free

Symptom:

**Difficulty breathing or wheezing**

**May return when:**

May return to child care after a doctors note or negative COVID-19 test is provided AND or when symptom free

Symptom:

**Unexplained fatigue, aches or cold/ flu-like symptoms**

**May return when:**

May return to child care after a doctors note or negative COVID-19 test is provided AND or when symptom free

Symptom:

**Sinus congestion**

**May return when:**

May return to child care after a doctors note or negative COVID-19 test is provided AND or when symptom free

Symptom:

**Children who have, or children with others living in the same home who have just returned from international travel**

May return when:

May return after self-isolating for 14 days **and** being symptom free

Symptom:

**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 when:

May return after self-isolating for 14 days **and** being symptom free.

- We understand how important childcare is for families to return to work. We understand the inconvenience of keeping a child home, please know we do understand. However, it is our duty to protect the health and safety of all children and staff. Hope you understand, Thank you .
- Parents please ensure that an authorized person will be available to come quickly and pick up your child from the daycare should your child become ill. Please keep all your information with to date and inform us immediately if any phone numbers change so we may update your registration papers. It's always good to have minimum 2 authorized emergency call/pick ups on file. Thank you

- If your child becomes sick at daycare :
- Symptomatic children are immediately separated from others in a supervised area until they can go home. A staff member will remain with your child at all times.
- The parent or emergency contact will be notified to pick up your child immediately.
- Hygiene and respiratory etiquette will be practiced while the child is waiting to be picked up.
- Tissues will be provided to your child for proper respiratory etiquette, with proper disposal of the tissues and proper hand hygiene.
- Environmental cleaning of the space will be conducted once your child has been picked up.
- Our **local public health unit** will be notified of a potential case and seek input regarding the information that will be shared with other parents of children in the childcare centre. We will take all action required by **licensing health authority** should this arise.

### Use of Masks and Gloves

#### **BC guidelines:**

- There is no evidence to support the use of medical grade, cloth, or homemade masks in child care setting at this time. Wearing one is a personal choice. All children or staff who choose to wear a mask will be treated with respect.



Masks on a young children in particular, can be irritating and may lead to increased touching of their face and eyes.

- Wearing a mask by staff can be frightening for young children and hard to communicate. Either way will be respected.
- Staff will wear gloves for activities where gloves are usually required for sanitation purposes (e.g. cleaning, changing diapers, sick child, etc.).

### Children's Nap and Rest Time

- Staff will make use of all the space in our facility for napping to increase space between children. Increase the distance between nap mats, if possible.
- Parents and caregivers are to only bring personal comfort items (e.g., stuffies) if they are able to be cleaned and laundered at the end of each day or remain at daycare for nap time.
- We will clean and disinfect napping mats after each use. Parents will be asked to take their bedding home regular for washing
- Children's bedding will be stored in each of their individual napping buckets (labelled with their name) which ensures it does not come into contact with bedding which belongs to other children.
- Children will be placed on napping mats head to toe to reduce possible transmission of illness. This creates additional spacing between children while sleeping, so that they are not directly breathing into one another's face.

## Cleaning and Disinfecting Objects & Surfaces

### Routine and Environmental Cleaning

- All surfaces will be disinfected daily and throughout the day (counters, chairs, tables, etc.), sinks, toilets and the different types of dispensers after each use, if possible.
- High-touch objects and surfaces (e.g. pencil sharpeners, doorknobs, faucet handles and small appliances) in the daycare will be cleaned and disinfected regularly.

### Cleaning & Sanitization classroom supplies

- A bin will be placed in the in the classroom. Any supplies or toy that has been mouthed / sneezed on / snotted on, etc, goes straight into the bin and is not returned to the classroom until sanitized.

Toys will be on a sanitizing rotation schedule to ensure as many toys as possible are regularly sanitized.

\*\* We also have purchased a UV light wand which claims kills viruses. We will use this on top of regular disinfecting as stated above

## Hand Washing

Children tend to forget about proper hand washing so we will practice often and teach them to wash their hands properly in a fun and relaxed way.

Everyone all staff and children will wash their hands more often!

When sinks for hand washing are simply not available, we will use alcohol-based hand sanitizers (ABHS) containing at least 60% alcohol this will be supervised by staff.

## Six steps to proper hand washing

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 or Happy Birthday 2 X) Rub palms, backs of hands, between fingers and under nails/creating a lather.
4. Rinse all soap with running water.
5. Dry hands with a clean, disposable towel.
6. Discard the used towel in the waste container.

## Children will wash their hands

When they arrive at the centre  
Before and after eating and drinking  
After a diaper change, using the toilet  
After playing outside  
After sneezing or coughing into hands  
Whenever hands are visibly dirty

\*All the above and times in between\*

## Staff will wash their hands

When they arrive at the centre and before they go home  
Before and after eating  
After using the toilet  
After blowing the nose  
After coughing or sneezing into the hands  
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 (i.e., runny noses, spit, vomit, blood)  
After cleaning tasks  
After removing gloves  
After handling garbage

## Coughing / Sneezing / Nose blowing

- Staff will model proper coughing and sneezing etiquette and find teachable moments to remind children of these important precautions. We will remind the children that it is important to cough into the elbow/arm.
- Tissue boxes will be placed in easy to reach places for the children- inside and outside - to ensure quick access. Tissue will be discarded appropriately. Washing hands after will be reminded.

## Physical Distancing Strategies

- Where possible, we will arrange spaces to encourage more separation. For example, spacing children to avoid close contact during meals and nap times. We will also spend as much time outside when weather permits
- We are lucky to have such large outdoor space. At times groups may be divided to enjoy different activities such as nature walks (using a walking rope in stead of hand holding) . Also, at times staggering indoor and outdoor play time with division of groups
- We will also set up regular activities outside such as; snack time, and arts and craft time (weather permitting)
- Indoors we will set up mini environments trying to reduce number of children in a group, i.e., set up 2 or 3 craft areas for colouring or doing crafts. This will be done by limiting the amount of chairs at a given table when possible.
- Circle time mats will be placed which will give the children space in-between their friends
- Young children do not understand social distancing, we will do our best to encourage and teach

Thank you,

**Jeanette Henderson** Founder/Owner **Green Apple Daycare**

**Parent Confirmation of Child Wellness (check all that applies)**

I \_\_\_\_\_ confirm that my child \_\_\_\_\_

\_\_\_ Is currently fever free

\_\_\_ has not been given any fever reducing medications in the past 12 hours

\_\_\_ does not have a runny nose

OR has a runny nose, but has received a recent negative Covid test/. Doctors note and is well enough to participate in daily child care activities (please give staff a copy of test or note)

\_\_\_ does not have a cough

OR has a cough, but has received a recent negative Covid test/ Doctors note and is well enough to participate in daily child care activities (please give staff a copy of test or note)

\_\_\_ does not have sinus congestion

OR has sinus congestion, but has received a recent negative Covid test/Doctors note and is well enough to participate in daily child care activities (please give staff a copy of test/note)

\_\_\_ does not have difficult breathing or wheezy breathing

\_\_\_ does not have unexplained fatigue, aches or cold/flu-like symptoms

\_\_\_ has not been in contact with anyone that may have been exposed to Covid-19 in the last 14 days \_\_\_ Has not left the country in last 14days

Signature \_\_\_\_\_ Date \_\_\_\_\_

