

Covid-19 Temporary Preschool Policies and Procedures

Updated as of July 15th 2021

The following document outlines our *temporary policy changes* through the duration of the COVID-19 pandemic. These policies may change throughout the pandemic and families will be notified via e-mail of any changes.

Arrivals and Departures

All families must only enter through our main preschool entrance at both pick up and drop off. Please maintain social distancing from all other adults.

When you arrive at the centre please use the hand sanitizer prior to entering in our yard. Once you enter the building the first step with your child will be to hang up their belongings in their designated cubby area and then wash your hands together. After hand washing you may settle your child into the room we are in and then say goodbye.

You will need to sign your child in and out like normal in our sign in book above the microwave. However, you will be required to initial that you completed the self-assessment (posted above the sign in sheet and in Appendix A of this document) for your child and that they were determined as safe to attend that day.

We ask that you please try and have as few adults as possible doing pick up and drop off so that we can reduce possible transmission.

Sickness

What to do if Your Child is Sick:

Any child must stay home if they are exhibiting any signs of the Flu, cold or COVID-19. The child must stay home until they have been **symptom free for 24 hours** without the aid of medication. Please follow the guidelines on Appendix A to determine if we require a COVID-19 test for the child to return.

What we will do if Your Child Becomes Sick in Our Care:

If your child becomes sick in our care, the family will be notified immediately and the child will be taken care of separately from the rest of the group by a staff until their family or emergency contact arrives (**please ensure your emergency contacts are up to date and willing to care for your child should they fall ill**). If they show symptoms of COVID-19 they will be asked to wear one of the masks we have available or hold a Kleenex/cloth over their mouth until their family member arrives. This is to protect the staff member who is caring for them.

What we will do if a Staff Member Gets Sick:

Staff will be asked to stay home if they exhibit any signs of symptoms of the Flu, cold or COVID-19.

If staff develop symptoms during the workday they will be asked to leave as soon as possible, and the environment will be thoroughly cleaned.

If a staff member or child tests positive for COVID-19, families will be contacted immediately, and the centre will be closed until further notice.

Attending the Children's Centre

Your child will be unable to attend if they or someone in their household:

- is returning from international travel in the last 14 days (this includes the United States)
- is waiting the results of a COVID-19 test
- has failed the health screen in Appendix A
- have been in close contact with any confirmed COVID-19 cases

Child Cancellations

We are required to maintain a specific child-staff ratio to ensure the safety and well being of your children. If we do not have the staffing to maintain these ratios, children will be canceled and no fees will be charged to that family for the day they were cancelled.

We may also need to change hours of available care due to staff shortages. You will be contacted via telephone and/or e-mail of any changes to our hours of operation.

We will do our best to keep our doors open but this is dependant first and foremost on the health, safety, and availability of staff within the centre.

Allergies

Due to the current pandemic, if your child has allergies that present as symptoms of a cough, cold, flu or COVID-19 you will need to provide a written description of what the allergen is, what the reaction typically looks like and what steps need to be taken to avoid the allergen. If we do not have this on file and your child is showing symptoms of illness they will be sent home and unable to return for 24 hours unless otherwise determined by the Director or their delegate.

What we are Doing to Keep you Safe

We follow the British Columbia Centre for Disease Control Childcare and Schools guidelines available at: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/childcare-schools/child-care>

We also have extra staffing in order to support these changes.

Something to Note

During this time we are doing our best to ensure your child(ren) and families are safe. This is done through changes to policies such as this document or changes to our practices such as no longer allowing children to serve their own water. These policies and practices will continue to change throughout the duration of the COVID-19 pandemic. We will do our best to keep you updated and informed of any new changes. If you have any questions or concerns for us please do not hesitate to reach out to us.

These additional and revised policies work in conjunction with our policies and procedures as outlined in your Family Handbooks.

We cannot guarantee that your child will not become ill in our care. While we are doing everything we can to keep everyone safe and healthy this is not always within our control. By sending your child to the Quadra Children's Centre you must understand the associated risk.

Appendix A

Daily COVID-19 Health Screen

1. Key symptoms of COVID-19	Does your child have any of the following key symptoms?	Yes	No
	Fever		
	Chills		
	Cough or worsening of chronic cough		
	Breathing difficulties (breathing fast or working hard to breathe)		
	Loss of a sense of smell or taste		
	Diarrhea		
	Nausea and vomiting		
2. International Travel	Have you returned from travel outside of Canada in the last 14 days?		
3. Confirmed Contact	Are you a confirmed contact of someone who is confirmed to have COVID-19?		

If you answered “YES” to two or more of these questions, have a fever or difficulty breathing you should seek a health assessment. You may not return to the centre until COVID-19 has been excluded or you have been symptom free (without the assistance of medication) for 24 hours.

If you answered “YES” to only one of the questions included under “Key Symptoms of COVID-19” (excluding fever or difficulty breathing), you must stay home for 24 hours. If your symptoms have improved then you may return without a health assessment (but we still ask that you be symptom free for 24 hours without the aid of medication).

If you answered “YES” to questions 2 or 3, use the self assessment tool available at <https://bc.thrive.health/> to determine if you should be tested for COVID-19.

If a COVID-19 test is recommended as a result of the assessment, self-isolate while waiting for your results and follow the directions of public health.

If a COVID-19 test is recommended but not completed then self-isolate for 10 days after the onset of symptoms and the child may return after this 10 day period and they have been symptom free for 24 hours without the aid of medication.