



Updated: October 14, 2021

Face Masks Required

- To enhance public safety and reduce the spread of COVID-19, the City of Richmond requires all visitors to wear masks in all City-operated facilities, unless participating in physical activity where masks are optional. **This includes children in Kindergarten and up while participating in licensed Out of School Care programs.**
- Exceptions are permitted for people with sensory, cognitive or physical disabilities; those with chronic health conditions who are unable to wear a face covering; and children age four and under. For additional information, including a list of “Mask Optional Activities”, visit www.richmond.ca/masks.

Before Attending Licensed Child Care Programs

- Do not attend licensed child care programs if you:
 - are feeling ill and/or have any of the following symptoms: fever, chills, cough, difficulty breathing, loss of sense of smell or taste, nausea or vomiting or diarrhea;
 - have travelled outside of Canada within the last 14 days; or
 - have been in close contact with a person who has a confirmed or presumptive case of COVID-19.
- Prior to attending licensed child care programs, complete and submit the Informed Consent and Permission Form, which contain information regarding self-screening and program standards on physical distancing. Children will not be permitted in the program until the completed form is received.
- Schedule is subject to change.

Our Commitment to Keeping Children Safe

- Licensed child care activities will take place in a mixed indoor/outdoor setting, with an emphasis on outdoor activities where possible.
- Child care provided for school-aged children follows the *BCCDC's Public Health Guidance for K-12 Schools*.
- Ratios and capacities remain unchanged as per *BC Child Care Licensing Regulations* and the *Ministry of Children and Family Development*.
- Participants will be divided into smaller learning groups when there are opportunities to do so.
- No out trips that require bus transportation or public transit are planned.
- Sign-in/sign-out is a verbal interaction with a staff member, who will document attendance.
- Only participants are allowed to enter the activity space. Parents or guardians must wait at the designated drop-off/pick-up area while maintaining physical distancing. Exceptions will be considered on an individual basis to ensure a positive experience.

- Personal hygiene and respiratory etiquette is encouraged and modeled by staff, and hand washing is required throughout the day.
- Participants are required to keep all personal items, including program supplies and backpacks, in their own designated area.
- Supplies and equipment will be cleaned and disinfected after each day and in between uses.
- Sharing of food is not permitted and handwashing before and after snack and lunch breaks is required.
- Families must leave the program area immediately after picking up their child(ren) and avoid clustering in groups.
- In cases where gradual entry is required and/or a child requires support:
 - The number of parents/guardians given access to the child care program space will be limited.
 - One designated parent/guardian per child is preferred.
- For programs that provide bus transportation to and/or from the child care program facility:
 - Buses are cleaned and disinfected in accordance with BCCDC guidelines.
 - Children from the same household or school cohort will sit together where possible.
 - Participants, staff and bus drivers will be required to wear masks while riding the bus (provided by the participant). Exemptions include anyone with an underlying medical condition or disability that inhibits the ability to wear a mask or face covering, or persons unable to place or remove a mask or face covering without assistance.
 - Participants, staff and bus drivers will wash and/or disinfect their hands before they load the bus and as soon as they arrive at the program facility.
 - Bus drivers will clean their hands often, including before and after completing trips, and will be encouraged to regularly use hand sanitizer.

Health and Safety Measures

- Do not attend licensed child care programs if you:
 - are feeling ill and/or have any of the following symptoms: fever, chills, cough, difficulty breathing, loss of sense of smell or taste, nausea or vomiting or diarrhea;
 - have travelled outside of Canada within the last 14 days; or
 - have been in close contact with a person who has a confirmed or presumptive case of COVID-19.
- If a participant becomes sick during the program, the Procedure for Symptomatic Individuals will be followed. This includes isolating the participant while waiting for transportation from the facility. In the case of a minor, their parent or guardian will be notified immediately.
- Programs are designed in accordance with provincial and local health guidelines, and with the ability to adjust as requirements change.
- Program staff will be trained in COVID-19 health and safety strategies.
- In the case of an emergency, first aid will be provided using COVID-19 guidelines and protocols.
- Handwashing or sanitization stations, including washrooms, will be available at all programs.
- Participants should bring their own water bottle and fill it prior to attending class.
- Personal items should not be shared and kept in the participant's designated area.

Revised: April 12, 2021

- Physical greetings (high fives, fist bumps, hugs) should be replaced with non-contact greetings or gestures and ensure you are always respecting their personal space.
- Help prevent the spread of COVID-19 by:
 - coughing or sneezing into your elbow, or covering your mouth and nose with a tissue
 - washing your hands with soap and water or cleaning them with alcohol-based hand sanitizer prior to the start of each class
 - refraining from spitting
 - wearing a mask (see Face Masks Required section above)