**Home Away From Home Family Home Day Care Agency Return to Opening Site Specific Plan July 6, 2020**

**\*\* Please note that this will be a living document which will change when necessary due to Public Health Protocols \*\***

**Introduction**

At Home Away From Home Family Day Care Agency our main objective is the health, safety and well being of our care providers and their families and the children in our care and their families. We feel that we will be able to safely do this under the direction of the Nova Scotia Public Health with the cooperation of families, children, and our care providers. Despite the fact that we cannot guarantee that your child will not come in contact with the virus, we can ensure that we will be doing our due diligence to limit the chances of it entering the home. The following practices will be put in place to ensure we move forward with a safety-first-mandate.

**Documentation Links**

For the latest on COVID-19, information can be found on the Nova Scotia Government website: <https://novascotia.ca/coronavirus/>

**COVID-19 Guidance for Child Care Settings:** <https://novascotia.ca/coronavirus/docs/COVID-19-Childcare-settings-guidance.pdf>

**Communicable Disease and Prevention and Control:** <https://novascotia.ca/dhw/cdpc/documents/Guidelines_CDPC_Child_care-Setting.pdf>

**Public Health of Canada Agency:**

<https://www.phac-aspc.gc.ca/>

**Preventing the Introduction of COVID-19 into the Centre**

Home Away From Home Family Day Care Agency encourages all those associated with the approved home day care to monitor when they or their child should stay home. If you respond **YES** to any of the following, we request that you stay home and self isolate and not enter the approved home day care:

* Experiencing any symptoms suggestive of COVID-19
* Anyone who has traveled outside of **Atlantic Canada** within the last 14 days
* Anyone who has a close connection to someone who has a confirmed case of COVID-19
* Anyone who is waiting for test results to come back for COVID-19

If you have questions or concerns regarding any of the above items, please see the 811 assessment tool located online at <http://when-to-call-about-covid19.novascotia.ca/en>

**Public Health Measures at the Centre**

Home Away From Home Family Day Care Agency and its Approved Home Day Cares recognize the importance of mental health and wellbeing of the children that we have in our care. As outlined in the COVID-19 Guidance for Child Care Settings, the following link provides resources when caring for children: <https://www.caringforkids.cps.ca/handouts/the-2019-novel-coronavirus-covid-19>

The care providers of Home Away From Home Family Day Care Agency are committed to being positive role models for children and maintaining familiar activities and routines where we can, and help minimize fear and anxiety by mindfully talking about COVID-19 in their presence. There will be signage posted throughout the centre. The following will be in place where possible:

**Physical Distancing**

Physical distancing among children is not practical at Home Away From Home Family Home Day Care Agency approved homes and we cannot ensure that children will always be 6 feet apart.

* Physical distancing will be maintained between all adults in the home.
* Parents are expected to adhere to the public health guidelines for social distancing.
* Environments will be set up to support physical distancing as best as we can
* Drop off and pick up will only be one parent (can be a different parent at each time)
* Cots and cribs will be arranged so that there is a distance and a barrier between them at rest time. Children will lay head to toe.
* Groups of children playing in the same room will be 6 feet apart.

**Hygiene Practices**

* Children and parents will be required to wash or sanitize their hands upon arrival at the approved home. If hand washing, warm water and soap, for a minimum of 20 seconds. If sanitizing, minimum alcohol content of 60%.
* Hand washing for providers will happen frequently:
* Prior to children arriving and after they go home
* Before handling food
* Before and after eating
* Toileting (children and themselves) and diapering
* Sneezing and coughing into hands
* After touching their own or a child’s face
* Before and after contact with bodily fluids
* Before and after handling garbage
* After coming in from outside
* Hand washing for children will happen frequently:
* When they arrive at the centre and before they go home
* Before and after eating
* After toileting and diaper changes
* After playing outside
* After handling shared toys in the classroom
* After sneezing or coughing into their hands
* Encouraged to cough and sneeze into their elbow
* Children will be required to stay home if they are ill, even if symptoms are mild.
* Providers will be required to remain closed if they or anyone in their home is ill, even if symptoms are mild.
* There will be no sharing of personal items. **No toys from home will be permitted in the home.**
* Provider will be remind themselves and children to avoid touching their mouth, nose or eyes.
* Signage will be posted on proper cough etiquette and hand washing.
* Sanitizer will be made available throughout the home.
* Wearing masks and gloves is not recommended for children or providers in the approved home. Both are provided to those providers who wish to use them and for when they have to be in close contact with a child who shows signs and symptoms while in our care (while waiting for a parent to arrive for pick up).

**\*\* Home Away From Home Family Day Care Agency and its Approved Home Day Cares will be VERY STRICT with the health policies as laid out by Public Health and the Communicable Disease and Prevention protocols \*\***

**Environmental Cleaning**

Cleaning is the removal of visible dirt and grime, followed by disinfecting to kill germs.

* All high traffic and touch areas will be fully wiped down 3 times a day at minimum, and more frequently when needed, drop off and pick up areas.
* Door knobs, light switches, tables, bathrooms will be cleaned and disinfected before children arrive, throughout the day and after children go home.
* The environment and outdoor play equipment will be cleaned and disinfected between use.
* Shared items should be cleaned and disinfected when they become visibly soiled and/or are mouthed.
* If there are concerns with a chemical residual remaining on items that children may put in their mouths, items may be rinsed with potable water after the appropriate contact time has been achieved.
* Dress up clothes and items that are hard to clean between uses will be removed.
* Children will be provided with individual sensory play items (playdoh and sensory bins) should the provider so choose.
* Cribs and cots will be disinfected daily.
* Additional cleaning will be required if the provider, their family or a child has been identified to by symptomatic.
* The approved home environment will be fully cleaned and ready for the next day each night.

**Laundry**

* Soiled clothing should be bagged and sent home to be washed. Wash hands after handling soiled laundry.
* Soiled bedding should be bagged and washed that evening. Wash hands after handling soiled bedding.

**Outdoor Activities**

* Activities will take place outdoors as much as possible following the UV index guidelines.
* Public Health Measures will be maintained while outside.
* Outdoor toys are cleaned and disinfected between uses (morning and afternoon).
* Field trips and play dates will not be permitted at this time.
* Walks around the neighborhood are encouraged.
* Visits to public playgrounds, splash pads and pools are not recommended for child care groups at this time.
* Adequately maintain outdoor sandboxes (free from organic matter and covered when not in use) may be used if public health measures can be maintained (physical distancing as much as possible and not sharing toys).

**Presentation of Symptoms While Attending the Centre**

**Children**

* If a child becomes ill while in our care at the approved home the parent will be notified and asked for an immediate pick up. The child will be removed from the environment, where possible and stay monitored by the provider until the parent arrives. Parents are then asked to contact 811 for an assessment. If 2 metres of distance cannot be maintained with the staff person and the sick child, the staff member will be wearing a mask.
* Parents are asked to follow the advice of 811 and communicate with the provider regarding the advice given by 811.
* Siblings of an ill child, may continue to remain in care until the test results are confirmed. If the results of the ill sibling are confirmed positive, the siblings will need to self-isolate.
* Notify the approved home if your child has asthma, seasonal allergies or any other seasonal condition so that we can assess accordingly.
* Individuals assessed to have **ONLY** chronic stable symptoms (ex. Cough, sneeze, runny nose or nasal congestion) due to a medical condition such as asthma or allergies are **NOT** required to be excluded. Individuals with new or worsening symptoms must not enter and should be reassessed.
* If a child tests positive, public health will follow time and advise the approved home day care and the agency.

**Care Providers and Immediate Family in the Home**

* Care providers will not be working if they or anyone in their home are showing symptoms.
* If they develop symptoms during the day, parents will be contacted to come pick up their child immediately. If the provider or anyone in their home is tested, they need to wait for the results and if negative, can reopen the approved home.
* If a health tests positive, they will be followed by Public Health and advised by Public Health when they return to work.

**Visitors**

* Visitors will be limited to essential visitors only. A daily log will be used to keep track of visitors coming into the home.
* Family members who **MUST** enter the home are considered an essential visitor and must follow the requirements for visitors.
* Visitors entering the home, parents included, must be screened first using the screening tool.
* Consultant will be doing regular monthly visits into the approved homes. Visits will be maximum of 1 hour in length. Consultant will still be entering the approved home to do regularly, required monthly checks as previously completed. Once regular check is completed, remainder of the visit can take place outside with the children, should the provider choose.
* Consultant will be doing 3 visits per day.
* Consultant will do activities with the children outside should weather permit.

**\*\* It is very important that we all do our part in preventing the spread of the virus. Please note, that if staff are out sick, spaces may be limited on those days \*\***

**Outbreak Management**

If a case of COVID-19 is identified to be connected to the approved home, Home Away From Home Family Day Care Agency will be provided with guidance from Public Health and provide all necessary documentation requested. Only **1** confirmed case is considered an outbreak.

Public Health actions may include, but are not limited to the following:

* Tracing the actions and moves from the centre and those involved
* Requesting records kept
* Testing of staff, parents and children who may have been exposed to the positive case
* Assessing the need for closure of the approved home day care.

**Personal Protective Equipment (PPE)**

* Non medical masks are now recommended for all Nova Scotians who cannot maintain physical distancing in crowded public spaces. However, the use of non medical masks is not required within the child care setting. It is recommended that staff wear a non medical mask when they are unable to maintain physical distancing from other adults. Should a provider choose to wear a mask, they will be provided.
* Should a parent feel more comfortable with their child to wear a mask, they may do so. Child must be over the age of 2 years.
* It is important to respect an individual’s preference to wear or not wear a mask.
* Providers will be required to wear a mask if they cannot maintain a distance of 6 feet from a child who is exhibiting signs and symptoms of COVID-19
* If wearing a mask, hands are washed before placing the mask on and after removing the mask.
* **Screening**

**Monitoring for Symptoms**

* Care providers will be required to self assess themselves and those living in the home, daily for signs and symptoms of COVID-19 prior to opening each day.
* Children will be assessed each day upon arrival for signs and symptoms of COVID-19 and their temperature will be taken and recorded. Parents will be required to use the Daily Assessment Tool each day. If a child has no symptoms, he/she will be able to attend. If the child has symptoms, the parent will be advised to call 811 and follow their directives.
* Parents will be required to sign off each morning that their child does not have any of the symptoms of COVID-19.

**Pick Up and Drop Off Procedure**

Pick up and drop off will be organized and this will be the “new normal”. The following procedures will be in place:

* Only **1**  parent will be allowed to drop off or pick up their child from the approved home.
* Drop off and pick up will be in the porch (if home has one) of the approved home.
* Parents will not be allowed past the porch (if home has one). **There will be NO admittance into the approved home.**
* If you see another car in the driveway, please wait until that parent has left before coming to the door.
* The care provider will meet you at the door to ask you the screening questions and you will be required to sign off. Please sanitize your hands prior to signing. If you have answered **YES** to any of the screening questions, you will not be permitted to say at the approved home. If you have questions, you are asked to call 811.
* While you are signing the document, the staff member will take your child into the home. You will not be required to undress or change shoes for your child, we will take care of all of that.
* Once you have dropped off your child and signed off on the screening document, please exit the home so the next parent can come in.

The safety of the children, staff and families is top priority and by having this procedure minimizes movement within the centre. Please account extra time for drop off and pick up.

**Signing Off on the Self Assessment**

Home Away From Home Family Day Care Agency and its Approved Home Day Cares will be using the self assessment screening tool for Children. Parents will be asked to sign off on the document daily at drop off.

As COVID-19 information and research evolves, so will the way that we operate. Home Away From Home Family Home Day Care Agency and its Approved Home Day Cares will stay up to date on all current information. Take direction from Public Health and adjust as we need. **We all have our part to do to help control the spread of the virus.** Your family’s health and safety, as well as those in the approved home is of the highest priority for us at Home Away From Home Family Day Care Agency.