

Tree Of Life Childcare
COVID-19 Policy booklet



Arrivals and Departures / Pick Up and Drop Off

- Pick-up and drop-off of children should occur outside unless there is a need for the parent or caregiver to enter the setting (example: very young children). 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 and maintain physical distance when they are in the facility. A sink and hand sanitizer will be available near the entrance/exit for anyone entering and leaving the facility.
- To avoid touching the sign in/out sheet by multiple persons, Tree of Life Staff will sign your children in and out each day.
- We ask parents to ring the doorbell or knock on the door and stand 2 meters away as we welcome and release your child in and out of our center. If more than one family is dropping off / picking up at the same time, please make sure you are standing 2 meters apart as you wait. Please stand on the physical distancing floor markers if you do come into the facility and when you are waiting outside.
- We ask that you allow more time when arriving, as additional health and safety procedures upon arrival will take a little longer.
- Upon arrival and departure, children and families entering and leaving the facility will be directed to wash their hands
- Signage will be posted to remind parents and staff that anyone with symptoms or who is sick will not be able to enter the facility. There will also be handwashing and hand hygiene signs visible.
- Staff will check all dispensers daily to ensure soap and sanitizer pumps are in good working order and refill when needed.
- Staff will conduct a daily check at drop-off by asking parents and caregivers to confirm that their child:
 - ✓ does not have symptoms of common cold, influenza, COVID-19, or other respiratory disease
 - ✓ has not taken any fever reducing medication
 - ✓ has not travelled out of the country in the past 14 days
 - ✓ has not been in contact with anyone who has been confirmed to have COVID-19.

- Cubbies will be spaced out as much as possible and a bin with children's names will also be available for storage. We will ask all children to leave belongings in their backpack/cubby. When they need their lunches/other items, they will be supervised to get those items 1 or 2 at a time to allow space between
- A specific list to parents as to what belongings are required has been given out and we ask them to ensure parents only send those belongings, to reduce the amount of items coming in and out of the facility.
- There should be no visitors or volunteers at the child care centre program at this time.

Staff, Children and Families are asked to avoid close greetings (e.g., hugs, handshakes).

Health and Illness

- Parents will be asked to ensure that an authorized person will be available to come quickly to pick up the child from Tree of Life Childcare if the child is sick. Emergency contacts will be updated before they attend.
- Any child, parent, staff or visitor must not enter Tree of Life Childcare if:
 - They are sick, even if symptoms resemble a mild cold.
 - They are returning from any international travel
 - They are waiting for a test or test result for COVID-19.
 - They have been confirmed to have COVID-19.
 - They have been in close contact with COVID-19 cases during the period of isolation.
 - They have not travelled, but who develop flu-like symptoms (fever, cough, tiredness, aches or severe tiredness).
- Tree of Life Childcare has updated their policies for children and staff who have symptoms of a common cold, influenza or COVID-19 or other infectious respiratory diseases. They have been added to the Parent and Staff contracts that have been read and signed.
- Children or staff may return to Tree of Life Childcare once they are assessed by their family physician or nurse practitioner and it is determined that they do NOT have COVID-19, and their symptoms have resolved.

Symptom	May return when
Temperature of 100 F / 37.8 C or higher (orally) or 99 F / 37.2 C or higher (under the arm)	May return to child care after a doctor's note or negative COVID-19 test is provided AND or when symptom free
Runny nose	May return to child care after a doctor's note or negative COVID-19 test is provided AND or when symptom free
Cough	May return to child care after a doctor's note or negative COVID-19 test is provided AND or when symptom free
Sore throat	May return to child care after a doctor's note or negative COVID-19 test is provided AND or when symptom free
Difficulty breathing or wheezing	May return to child care after a doctor's note or negative COVID-19 test is provided AND or when symptom free
Unexplained fatigue, aches or cold/flu-like symptoms	May return to child care after a doctor's note or negative COVID-19 test is provided AND or when symptom free
Sinus congestion	May return to child care after a doctor's note or negative COVID-19 test is provided AND or when symptom free
Children who have, or children with others living in the same home who have just returned from international travel	May return after self-isolating for 14 days and being symptom free
Children who have, or children with others living in the same home who have been identified as at-risk of potential Covid19 exposure	May return after self-isolating for 14 days and being symptom free

Local COVID-19 Collection/Testing Center Information

Special Criteria/Consideration:	Public may book an appointment via their GP, or walk/drive into the site and be seen on a first come, first serve basis
Appointment Required:	No
This Site Accept Children (0-16):	Yes
City/Town:	Delta, BC
Address:	4470 Clarence Taylor Crescent
Availability:	M-F
Monday:	08:00 - 12:00
Tuesday:	08:00 - 12:00
Wednesday:	08:00 - 12:00
Thursday:	08:00 - 12:00
Friday:	08:00 - 12:00
Phone:	604-952-3851

When a child becomes sick

1. Symptomatic children are immediately separated from others in a supervised area until they can go home. A staff member will remain with the child at all times.
2. The parent or emergency contact must be notified to pick up the child immediately.
3. Hygiene and respiratory etiquette should be practiced while the child is waiting to be picked up.
4. Tissues should be provided to the child for proper respiratory etiquette, with proper disposal of the tissues and proper hand hygiene.
5. Environmental cleaning of the space the child was separated should be conducted once the child has been picked up.
6. Contact the local public health unit to notify them of a potential case and seek input regarding the information that should be shared with other parents of children in the childcare centre.
7. Children or staff who have been exposed to a confirmed case of COVID-19 or symptomatic person(s), should be excluded from the childcare setting for 14 days.
8. If a child who attended a child care centre, or their family member, is being investigated by public health to confirm whether they have COVID-19, or if public health has confirmed a case of COVID-19, direction will be provided by regional health authority nurses.

- Staff will exercise judgment. For example, children who are crying can exhibit a runny nose. If a symptom is clearly due to a behaviour such as crying (runny nose), running or over-dressed (fever), wait for 15 minutes, and then reassess the child.
- There is a designated area in the facility a staff and child will isolate in the event a child becomes ill.
- A “waiting for pick up” box has been prepared and set aside with a small amount of easy-to-sanitize toys, staff supplies (mask, hand sanitizer) and a blanket available so that the staff and child can easily and quickly isolate without reducing the quality of comfort or care.
- Staff will keep parents and caregivers informed about what we are doing in our center to take extra precautions and to be responsive to the needs of each child.
- Staff will be clear about our policy that children need to stay home if they are sick.

When a staff member becomes sick

- Staff will be directed to stay home if they are feeling unwell.
- If staff develop symptoms during their work day, they must leave the premises as quickly as possible. If immediate departure is not possible, substitute will be called in and they must self-isolate in an appropriate location away from other children and staff. Environmental cleaning will be performed upon the departure of the staff member.
- Staff who are away sick, or self-isolated or self-monitoring, must follow the facility’s health and wellness policy on being away from work.
- If a staff who attended a child care centre, or their family member, is being investigated by public health to confirm whether they have COVID-19, or if public health has confirmed a case of COVID-19, direction will be provided by regional health authority nurses.
- Staff who have symptoms are able to get a COVID-19 test, and with a negative result, may return to work as long as no fever is present.

When possible, a staff member not required for ratio will be designated for all greetings and sanitization of the facility. This will also allow for an emergency supervision plan in the event a staff becomes sick and goes home mid-day.

In the unlikely event all staff become ill or we do not have enough substitutes available, we will be closed until the covid-19 test results are back and we can safely provide care again.

Use of masks and gloves

- There is no evidence to support the use of medical grade, cloth, or homemade masks in childcare settings at his time. Wearing one is a personal choice and not recommended in childcare settings. Masks will only be reinforced if staff become ill at the center, or if social distancing is not possible. It is important to treat people wearing masks with respect.
- Masks are not recommended for children. In young children in particular, masks can be irritating and may lead to increased touching of the face and eyes.
- Gloves must be worn for activities where gloves are usually required for sanitation purposes (e.g. cleaning, changing diapers, sick child, etc.).
- Rubber cleaning gloves will be available for each staff member, rather than using disposable gloves for sanitization and cleaning. Reusable gloves must be sanitized / cleaned between uses.
- Disposable gloves must be used for all diaper changes and any contact with bodily fluids.

Physical distancing

- The physical space requirements for licensed childcare settings set out in the Child Care Licensing Regulation mean that childcare centres have sufficient space to support physical distancing between staff without reducing the number of children in care at any one time.
- Staff should minimize the frequency of direct physical contact with children and encourage children to minimize physical contact with each other.
- Staff should maintain physical distancing from one another.
- It is reasonable to establish different expectations based on age and/or developmental readiness. Younger children should be supported to have minimized direct contact with one another, while older children should be supported to maintain physical distance whenever possible. Children from the same household (example: siblings) do not need to maintain physical distance from each other.
- Staying 2 metres apart is not always feasible and is not expected in childcare settings, where the risk of COVID-19 transmission is low. Children will be encouraged to avoid direct physical contact.
- Where possible, arrange spaces to encourage more separation. For example, spacing children to avoid close contact during meal times etc.
- Depending on numbers, we may have a group outside while another is inside, as another way to encourage physical distance.
- When possible regular activities will be set up outside such as; snack time, and arts and craft time.

- We will try to avoid activities that require direct contact between children and will practice good hand hygiene when that is not possible.
- Easy to understand visual prompts will be used: example: tape on the floor, hoops, mats or other items that can mark off personal space.
- Play activities will have visual cues about how many children should be in that area: example, two chairs next to an activity with markers, signs or numbers posted in an area showing how many can be in the area. Example: the “where will I be board”.
- Increased space between children during activities such as snack/lunch will be implemented.

Cleaning and disinfecting

- Cleaning and disinfecting frequently touched surfaces will be done at least twice a day and general cleaning and disinfecting of the entire centre will occur at least once a day.
 - Disinfecting of all surfaces like counters, chairs, tables, sinks, toilets, etc. and different types of dispensers will be done frequently or after each use.
 - High-Touch Surfaces (example: doorknobs, faucet handles, remote controls, toys, electronic devices and small appliances) will be cleaned and disinfected regularly.
- A written record of the facility disinfection schedule can be found on our sign in/out schedule and our daily program schedule.
- Always wash eating surfaces first with soap and water and then sanitize with an approved solution. If eating outside, ensure the outdoor eating surface is covered with a table cloth that can be sanitized before and after.

Classroom Supplies

What have we removed?

- Non-washable items: playdough, sensory bins, soft toys, fabric dressing up clothes, rugs, pillows and blankets.
- Plush toys should be avoided. However, children’s personal toys that they require to offer them security and comfort are not to be shared with other children and should be stored in a way that ensures this.

What has been limited?

- To allow the use of playdoh children will have their own and will be used individually.
- Water tables should not be used unless staff are able to change water between use, and use is restricted to single use only.
- We will provide children with their own containers of art and crafts materials that are not shared with others. All “communal” supplies will be sanitized after each use.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions will be set aside until they are sanitized.
- Children’s books, and other paper-based materials, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.
- There will be a “to be washed” bin in the classroom. Any toy that has been mouthed / sneezed on / snotted on, etc, goes straight into the bin and is not returned to the classroom until sanitized.

Handwashing and hand hygiene

Six steps to proper handwashing

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

Children should wash their hands

- When they arrive at the centre and before they go home
- Before and after eating and drinking
- After a diaper change or using the toilet
- After playing outside or handling pets
- After sneezing or coughing into hands and after blowing their nose
- Whenever hands are visibly dirty
- After touching their face

Staff should wash their hands

- When they arrive at the centre and before they go home
- Before and after eating
- After using the toilet
- After blowing their nose
- After coughing or sneezing into the hands or touching their face
- Before and after giving or applying medication or ointment to a child or self
- After changing diapers or assisting a child to use the toilet
- After contact with body fluids (i.e., runny noses, spit, vomit, blood)
- After cleaning tasks
- After removing gloves
- After handling garbage
- Whenever hands are visibly dirty

Coughing - Remind children that it is important to cough into the elbow. Staff will model proper coughing and sneezing etiquette, finding teachable moments to remind children of these important precautions

Nose Blowing- When staff are blowing a child's nose, be sure to use enough layers of tissue paper so that the fingers do not touch the secretions. Immediately dispose of tissue paper. Wash the hands with soap and water.

Our facility has not opted in / is not eligible for the temporary emergency funding program. Our regular withdrawal, illness, attendance and fee policies remain in affect as per our parent handbook.

Please remember that the Covid19 public health emergency is rapidly changing, and our ability to remain open may change without notice; or we may be ordered closed in the upcoming weeks by BC's provincial health officer, Dr. Bonnie Henry, and/or our licensing officer.

Rilee Sharpe
(Owner/Operator)

Signature

Date