

# ENHANCED POLICIES AND PROTOCOLS FOR COVID-19

## Introduction

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. To reduce the impact of COVID-19 outbreak conditions on our children, staff, and families, it is important for us to plan for COVID-19 and mitigate the associated risks. This document provides guidance and direction for staff and families to reduce the potential risk for infection.

These instructions supersede Naramata Playschool Society policies that are already in place. Pandemic plan measures/policy will be reviewed with all centre staff prior to their start date.

These enhanced measures will remain in place until such time that the Ministry of Education and Interior Health indicate it is safe to return to normal operating procedures or makes further changes to health and safety recommendations. All childcare centres are required to follow all existing health and safety requirements and regulations and ensure all current infection prevention and control practices are adhered to.

## Effective References and Resources

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[Operational Guidance During COVID-19 Outbreak - Child Care Response](#)

(Ministry of Child Development)

[COVID-19 Guidance for Child Care](#) (BCCDC)

[BC COVID-19 Self-Assessment Tool](#)

Video: [How to properly put on, take off and dispose of PPE during COVID-19](#)

Video: [How to properly put on, take off and dispose of masks/face coverings and gloves during COVID-19](#)

Video: [Correct Handwashing Procedures - Full Steps](#)

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## OPERATIONAL POLICIES AND PROCEDURES

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### Sanitization of the space, toys and equipment

To minimize the spread of COVID-19, enhanced cleaning and disinfection procedures must be put in place. Please refer to BCCDC COVID-19 Guidance for Child Care for current requirements

#### Procedure:

- Clean and disinfect the premises at least once every 24 hours.
  - Clean and disinfect frequently touched surfaces at least twice every 24 hours, including doorknobs, light switches, toilet handles, and toys used by multiple children.
  - Clean and disinfect any surface that is visibly dirty.
  - Clean and disinfect cots, cribs, and changing stations after each use.
- Measures to support effective cleaning and disinfection:
- Limiting the use of frequently touched items that cannot be easily cleaned.
  - Wash bed linens after each use.
  - Empty garbage containers daily and when full.
  - Wear disposable gloves when cleaning blood or body fluids; wash hands before wearing and after removing gloves
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## Managing and Reporting Illness

In order to minimize the spread of COVID-19 and contain outbreaks within the childcare centre, staff/home childcare providers, parents and guardians, and children will not attend the program if they are sick. If symptoms resemble a mild cold stay home and monitor symptoms for 24 hours. If symptoms improve and the child/staff member feels well enough, they can return to the childcare facility without further assessment or doctor's note. Standardized screening questions are to be used.

Appendix B in the [Public Health Guidance for Child Care settings document](#) has an example of a "health check"

A serious occurrence will be reported to the Ministry when a child or staff member is suspected, or has a confirmed case of COVID-19, Interior Health will be contacted. Details of reporting and managing illness can be found on: [BC COVID-19 Self-Assessment Tool](#)

### **Procedure:**

#### Children Develops Symptoms:

- Immediately separate the symptomatic child from others in a supervised area.
- Contact the child's parent or caregiver to pick them up as soon as possible.
- Where possible, maintain a 2-metre distance from the ill child. If not possible, staff should wear a nonmedical mask or face covering if available and tolerated or use a tissue to cover their nose and mouth.
- Provide the child tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene.
- Avoid touching the child's body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene.
- Once the child is picked up, practice diligent hand hygiene.
- Staff responsible for facility cleaning must clean and disinfect the space where the child was separated and any areas recently used by them (e.g., classroom, bathroom, common areas). Parents or caregivers should pick up their child as soon as possible if they are notified their child is ill.

#### Staff Develops Symptoms If unable to leave immediately:

- Symptomatic staff should separate themselves into an area away from others.
  - Maintain a distance of 2 metres from others.
  - Use a tissue or non-medical mask to cover their nose and mouth while they wait to be picked up.
  - Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g., classroom, bathroom, common areas).
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**Encouraging Physical Distancing**

Children and staff will remain in cohorts and physical distancing between cohorts (including outside) will be maintained. Physical distancing will be encouraged where possible between children within the same cohort.

**Procedure:**

- Increasing distance between cots and cribs during sleep times,
- Spreading children out into different areas at meal and dressing time,
- Incorporating more individual activities or activities that encourage more space between children
- Using a physical barrier when two cohorts are using the same indoor space (e.g., gym)
- Moving activities outside to allow for more space
- Having singing activities outdoors
- Hand sanitization available always

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**Rescheduling Group Events and In-person Meetings**

In the interest of reducing risk of infection no visitors, volunteers or any other non-essential individuals (e.g. practicum student, or music instructor) shall not be allowed entry into any of our child care programs.

**Procedure:**

Any essential visitors that must enter the childcare premises must be screened.

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**Parent Drop-off and Pick-up Procedures**

Childcare directors should communicate to people who regularly attend a childcare setting (i.e., children, staff, parents or caregivers of children, and other adults) their responsibility to conduct a daily health check before attending or dropping their child off at the facility. Parents are not permitted past the screening area.

Appendix B in the [Public Health Guidance for Child Care settings document](#) has an example of a “health check”

**Procedure:**

Parents are to conduct a daily health check of their children and selves before drop off/pick up. Drop off/pick up will be at the entrance, if entering the centre parents must wear a mask, sanitize their hands, and keep physical distance from staff and other children.

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