

COVID-19 SAFETY PLAN

OBJECTIVE: To avoid, minimize, control and eliminate the spread of COVID-19

RISK AREAS

- COVID-19 spreads in several ways, including through droplets when a person coughs or sneezes, and from touching a contaminated surface before touching the face.
- The risk of person-to-person transmission is increased the closer you come to other people, the amount of time you spend near them, and the number of people you come near.
- The risk of surface transmission is increased when many people contact same surface, and when those contacts happen in short intervals of time.

ACCESS TO THE FACILITY

- Any caregiver, child or parent must not enter the centre if they have symptoms of COVID-19, have travelled outside of Canada in the last 14 days, or have been identified by public health as a close contact of a person with a confirmed case of COVID-19.
- Parents will drop off the children at the front door. All parents should physically distance themselves 6ft from each other. Only one parent is allowed at a time at the door. A caregiver will take the child in. Parents will be asked a question daily for a verbal confirmation of "yes/no" that children do not have symptoms of common cold, influenza, COVID-19, or other respiratory disease. The answer will be recorded in the daily sign in sheet by the caregiver. If the answer is yes, the child will not be accepted.

- At the end of the day, parents will pick up the children at the front door. A caregiver will hand over the child. Physical distancing should be maintained between the caregiver and the parent. Child will be released only after any communication is finished.
- Visitors are only allowed with prior appointments only after confirming that they do not have symptoms. They need to sanitize their hands on entry.

HAND HYGIENE AND RESPIRATORY ETIQUETTE

Caregivers are required to wash their hands regularly throughout the day, including:

- When they arrive at the workplace and before they go home
- Before and after handling food (raw, cooked or pre-packaged), preparing bottles or feeding children
- Before and after giving or applying medication or ointment to a child or self
- After changing diapers
- After assisting a child to use the toilet
- After using the toilet
- After contact with body fluids (e.g., runny noses, spit, vomit, blood)
- Before donning and after doffing personal protective equipment
- After cleaning tasks
- After handling garbage
- Whenever hands are visibly dirty

Caregivers are also required to:

- Cough or sneeze into their elbow sleeve or a tissue.
- Throw away used tissues and immediately perform hand hygiene.
- Not touch their eyes, nose or mouth with unwashed

Caregivers will support children to wash their hands regularly throughout the day:

- When they arrive at the facility and before they go home
- Before and after eating and drinking
- After a diaper change
- After using the toilet
- After playing outside
- After handling pets and animals
- After sneezing or coughing
- Whenever hands are visibly dirty

Caregivers will provide education and direction to children to:

- Cough or sneeze into their elbow sleeve or a tissue.
- Throw away used tissues and immediately perform hand hygiene.
- Not touch their eyes, nose or mouth with unwashed

PHYSICAL DISTANCING

- Caregivers should maintain a distance of at least 2 metres from each other. Where this is not possible, for example when transferring a very young child from one worker to another, plan and communicate the work task in advance to ensure that time spent in close proximity is minimized.
- It is not always possible for workers to maintain physical distance from children, and between children, when in care. Adhere to the principle of physical distancing where possible, by:
 - Minimizing the frequency of direct physical contact with children.
 - Forming a number of separate play areas in order to space children apart. Note that children who live in the same home do not need to maintain physical distance from each other.
 - Creating smaller groups or cohorts of children and keeping these groups separate from each other.
 - Minimizing the number of different workers that interact with the same child or group of children.
 - Organizing snack/meal areas to space children apart.
 - Organizing nap areas to space children apart and placing children head-to-toe or toe-to-toe.
 - Staggering snack/meal and nap times.
 - Including the use of outdoor space for various activities, including snack/meal time, while adhering to physical distancing and hygiene principles.

CLEANING & DISINFECTION

- Remove toys from the workplace that have surfaces that are not easily cleaned, such as plush stuffed animals.
- No stuffed toys
- Remove unnecessary items from the workplace to reduce surfaces that could become contaminated.

- Identify and clean and disinfect all common areas (e.g., washrooms) and frequently-touched surfaces (e.g., door knobs, cupboard handles, light switches, faucet handles, tables, chairs, toys).
- General cleaning and disinfecting and mopping of the workplace should occur at least once a day.
- Frequently-touched surfaces should be cleaned and disinfected at least twice a day
- Toys and objects that children have placed in their mouths should be set aside, for example in a “to be washed” bin, until they are cleaned and disinfected.
- Toy, objects, and surfaces known to have been in contact with bodily fluids should be cleaned as soon as possible and between uses by different children.
- Clean and disinfect cots and cribs after each use, and launder crib linens between children. Linen should be laundered either by the parents or staff
- Clean and disinfect diapering stations after each use.
- When holding young children, for example when feeding or rocking to sleep, use a blanket or cloth to cover clothing. Change blankets or cloths between children.
- Wash blankets, face cloths, towels, and bibs between uses by different children.
- Empty garbage containers daily at a minimum.
- If a worker or child leaves the workplace due to symptoms of COVID-19, clean areas those individuals were in, including surfaces they may have touched, immediately upon their departure.

USE OF PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Wear disposable gloves when cleaning body fluids (e.g., runny nose, vomit, stool, urine) and when diapering.

MEAL & SNACKS

- No sharing of food or drink by workers or children.
- Provide snacks and meals directly to children in individual servings.
- Do not allow children to participate in food preparation.
- Snacks and food provided by parents should be in zip lock bags.
- Reusable dishware, glasses, and utensils must be cleaned and sanitized after each use.

OTHER METHODS TO CONTROL RISK

- Limit sharing of supplies and equipment (e.g., pens, telephone) between staff.
- Store children's belongings separately, in cubbies.
- Do not allow sharing of soothers, bottles, sippy cups, toothbrushes or other personal items.
- Label personal items with the child's name to prevent accidental sharing.
- Have children outside wherever possible, including play time, snack time, and for learning activities.