

# Whitevalley Community Resource Centre



Children 0 to 6 years Programs

COVID-19 Protocols

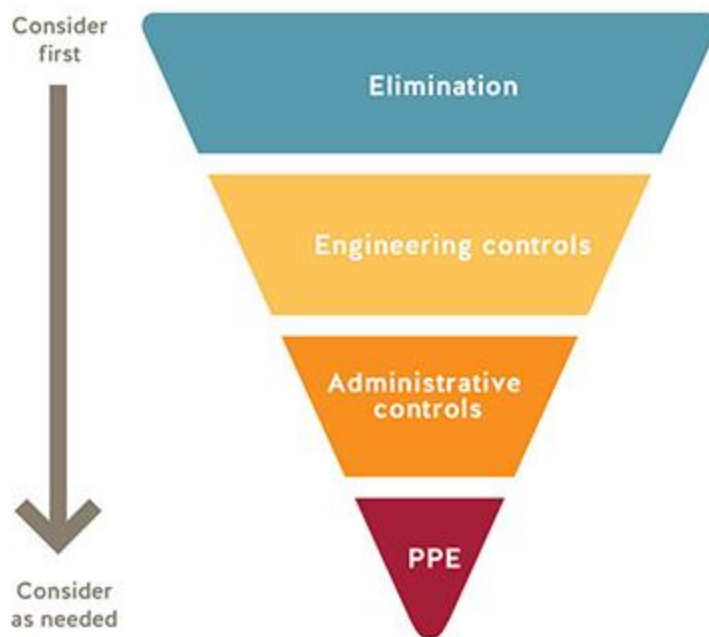
## Understanding the risk

The virus that causes 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. Higher risk situations require adequate protocols to address the risk.

- 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. Physical distancing measures help mitigate this risk.
- The risk of surface transmission is increased when many people contact same surface, and when those contacts happen in short intervals of time. Effective cleaning and hygiene practices help mitigate this risk.

## Selecting protocols for your workplace

Note that different protocols offer different protection. Wherever possible, use the protocols that offer the highest level of protection and add additional protocols as required.



- **First level protection (elimination):** Limit the number of people in your workplace where possible by implementing work-from-home arrangements, establishing occupancy limits, rescheduling work tasks, or other means. Rearrange work spaces to ensure that workers are at least 2 m (6 ft) from co-workers, customers, and members of the public.

- **Second level protection (engineering controls):** If you can't always maintain physical distancing, install **barriers** such as plexiglass to separate people.
- **Third level protection (administrative controls):** Establish rules and guidelines, such as cleaning protocols, telling workers to not share tools, or implementing one-way doors or walkways.
- **Fourth level protection (PPE):** If the first three levels of protection aren't enough to control the risk, consider the use of **masks**. Ensure masks are selected and cared for appropriately and that workers are **using masks correctly**.

According to BC Centre for Disease Control, the risk of transmission of COVID-19 in school like settings is low. However, it is important to recognize, become familiar with and adhere to the four key public health principles to keep the risk of COVID-19 low.

## 1. Stay home if you are sick

Staying away from others if you are sick is one of the best ways to protect others from COVID-19.

Workers, Children, parents, and caregivers must not enter program space if they;

- Have any symptoms consistent with COVID-19, OR
- Travelled outside Canada in the last 14 days, OR
- Had close contact with a confirmed case or outbreak of COVID-19 have been directed to self-isolate by public health.

Symptoms may include:

- |                        |                                   |
|------------------------|-----------------------------------|
| • Fever                | • Loss of sense of smell or taste |
| • Chills               | • Headache                        |
| • Cough                | • Muscle aches                    |
| • Shortness of breath  | • Fatigue                         |
| • Sore throat          | • Gastrointestinal issues         |
| • Runny or stuffy nose | • Loss of Appetite                |

Less Common Symptoms

- Conjunctivitis (pink eye)
- Dizziness
- Confusion
- Abdominal Pain
- Skin rashes or discoloration of fingers or toes

Use the self-assessment tool at [bc.thrive.health](https://bc.thrive.health) or call 8-1-1 to assess symptoms and determine if testing is needed.

Signage will be posted at entrances to the program location reminding people not to enter the site if they have symptoms associated with COVID-19.

- Workers with symptoms of COVID-19 will be excluded from work, and will be asked to stay home and self-isolate until they have been assessed by a health care provider to exclude COVID-19 or other infectious disease, and their symptoms have resolved.
- Parents and caregivers are asked to assess their children daily for the presence of symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease prior to drop off. Parents and caregivers must keep their children at home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases, and their symptoms have resolved. At drop off, a daily “yes/no” verbal confirmation that children do not have symptoms of common cold, influenza, COVID-19, or other respiratory disease. **We cannot accept a child if the answer is yes.**

## 2. Minimizing Physical Contact & Physical Distancing

When you cough or sneeze, liquid droplets spread 1-2 metres away from you. You can prevent COVID-19 by keeping 2 metres apart from others while also practicing respiratory etiquette and hand hygiene.

Staying 2 metres apart is not always feasible and is not expected at all times in school like settings.

- Workers and parents/caregivers will maintain a distance of at least 2 metres from each other when possible. 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.
- Children will be encouraged to avoid physical contact.
- If there are 20 or more Children they will be put in smaller groupings to limit potential exposure further. Children who live in the same home do not need to maintain physical distance from each other and will be grouped together.
- When appropriate, a number of separate “areas” will be established in order to space children apart.
- We will include use of outdoor space when possible for activities, including snack/meal time, while adhering to physical distancing and hygiene principles.
- Close greeting, such as hugs and handshakes, will be avoided.
- Occupancy limits for common areas such as break rooms, kitchens have been established and will be posted.

- Entry/drop off will be from the side door entrance; exiting will be through the front door

### **3. Practice hand Hygiene and respiratory etiquette**

Proper hand hygiene destroys the virus on your hands. Respiratory etiquette prevents the spread of droplets.

- Thoroughly washing your hands with soap and water for at least 20 seconds. Dry your hands with paper towels.
- If sinks are not available, hand sanitizer will be made available. If hands are visibly dirty, wipe your hands before using hand sanitizer.
- Hand hygiene station with sanitizer will be at the entrance to the program space.
- Workers and parents/caregivers will be required to wash their hands regularly throughout the day, including:
  - When they arrive at the program and before they go home
  - Before and after handling food (raw, cooked or pre-package)
  - After assisting a child to use the toilet
  - After using the toilet
  - After contact with body fluids (e.g., runny noses, spit, vomit, blood)
  - After cleaning tasks
  - After handling garbage
  - Whenever hands are visibly dirty
  - Before donning and after doffing personal protective equipment
- Children will be supported to wash their hands regularly throughout the day, including:
  - When they arrive at the program and before they go home
  - Before and after eating and drinking
  - After using the toilet
  - After playing outside
  - After handling pets and animals
  - After sneezing or coughing
  - Whenever hands are visibly dirty
- Hand sanitizer will be out of the reach of children and its use will be supervised.
- Education and direction will be provided to staff and 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 hands.

### **Frequently touched surfaces will be cleaned often**

If you touch your eyes, nose or mouth after touching a surface with COVID-19 virus on it, you can get sick. Keeping surfaces clean helps prevent the spread of COVID-19.

- All high-frequency touch surface, which include chair handles, tools, countertops, work surfaces, switches, door knobs or handles, phones, etc. will be cleaned and disinfected at least twice a day.
- Cleaning involves two phases. First, remove visible dirt from common surfaces with soap and water. Second, use household disinfectants or the usual commercially-available cleaning products in schools to kill viral or bacterial particles on a surface.
- Toys that have surfaces that are not easily cleaned, such as plush stuff animals will be removed from the program space.
- Parents and Caregivers are asked to only bring personal comfort items (e.g., stuffed animals) if they are clean and laundered at the end of each day.
- Toys and objects that children have placed in their mouths will be set aside 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 will be cleaned as soon as possible and between uses by different children.
- Families will be given a space to store their belongings separate from others.
- 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.
- General cleaning and disinfecting of the workplace should occur at least once a day.
- Garbage containers will be emptied daily at a minimum
- No extra cleaning or disinfection is required for playground structures.

## **Other**

- Wearing a mask, especially for children, is not recommended to prevent COVID-19. Wearing a mask is a personal choice and should be permitted.
- Masks are available for staff. It is not recommended that children wear cloth or handmade masks.
- Staff are to wear disposable gloves when cleaning body fluids (e.g., runny nose, vomit, stool, urine)
- Sharing of food or drink by workers or children will not be allowed.
- Snacks are to be given directly to children in individual servings.
- Children will not be allowed to participate in food preparation.