

## **Bright Rainbow Child Care COVID-19 Policy & Parent Handbook**

In light of the COVID-19 global pandemic, Bright Rainbow Child Care feels it is important to clarify that Dr. Bonnie Henry has confirmed and encouraged childcares to remain open (with reduced services) where possible, to serve families that are needing childcare. Childcare is an essential service.

Bright Rainbow Child Care (BRCC) is licensed and regulated through the Ministry of Health, Fraser Health Authority and Child Care Licensing. The childcare centre will continue to follow all updated protocols and procedures as outlined by the Health Authorities and BC CDC. Given these important requirements, it is imperative that we are resolute in our health policy, and that all parents understand and agree to the follow additional requirements. 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 directed by the Ministry or by Fraser Health Child Care Licensing Officer to close operations during a pandemic or other communicable disease outbreak. Additionally, due to the need for staff to also stay home when symptomatic, we may have temporary interruptions to service delivery due to staffing shortages.

Dr. Henry maintains that, as of today, childcare centres can safely care for children if they are following the prescribed health protocols.

*Parents with children with any underlying health concerns need to evaluate if their children should attend child care programs during the Covid19 pandemic.*

Accordingly, please note the following Covid19 Health and Wellness policy applies to all staff, children and the families within this facility. The goal for all parties involved is that the centre can meet all Governing body expectations, so that the programs can continue to operate in a safe and healthy manner. This will happen if we all work together. On arrival, the parents will additionally be asked to sign a statement each morning on sign sheet, confirming that their child is symptom free and that their child has not been given acetaminophen or ibuprofen in the last 12 hours.

It has been RECOMMENDED by Provincial Health Officer, Dr Bonnie Henry that parents who can, continue to care for their children at home. In the case that you must return to work, Dr. Henry prescribes the following health protocols.

We are reminding families that having your child attend child care does mean that your entire family has a larger shared social distance bubble. We expect responsibly and follow Dr. Henry's recommendations if you are attending the child care centre as well as socially interacting with individuals outside of your household. At this time, your "shared social distance bubble" includes all individuals that any member of your family interacts with, including your child.

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Parent's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

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 medical note (on parent's cost) or negative COVID19 test confirms the child does not have COVID19 <b>and</b> the child is symptom free for 48 hours.
Runny nose	May return to child care after a medical note (on parent's cost) or negative COVID19 test confirms the child does not have COVID19 <b>and</b> the child is symptom free.
Cough	May return to child care after a medical note (on parent's cost) or negative COVID19 test confirms the child does not have COVID19 <b>and</b> the child is symptom free.
Sore throat	May return to child care after a medical note (on parent's cost) or negative COVID19 test confirms the child does not have COVID19 <b>and</b> the child is symptom free.
Difficulty breathing or wheezing	May return to child care after a medical note (on parent's cost) or negative COVID19 test confirms the child does not have COVID19 <b>and</b> the child is symptom free.
Unexplained fatigue, aches or cold/flu-like symptoms	May return to child care after a medical note (on parent's cost) or negative COVID19 test confirms the child does not have COVID19 <b>and</b> the child is symptom free.
Sinus congestion	May return to child care after a medical note (on parent's cost) or negative COVID19 test confirms the child does not have COVID19 <b>and</b> the child is symptom free.
Eye infections, discharge, red/pink eyes	May return to child care after a medical note (on parent's cost) or negative COVID19 test confirms the child does not have COVID19 <b>and</b> the child is 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 <b>and</b> 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 <b>and</b> being symptom free

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If parents choose not to have their child (ren) tested, they MUST keep child home for minimum 10 days.

*(Reference: Health Authority memo; COVID19 in childcare)*

Additionally, our regular health and wellness policy stands: Children may not attend the BRCC child care programs while they have any of the following symptoms:

- unusual, unexplained loss of appetite, fatigue, irritability, or headache
- eye infections
- unexplained rashes *or* any rash that is not confirmed by doctor to be non-contagious
- known or suspected communicable diseases (measles, chicken pox, pink eye, hand foot and mouth, etc)
- ear infection
- nausea, vomiting and/or diarrhea in the last 48 hours

Note: Please check this link below for latest updates:

<https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/child-care-response-covid-19/child-care-response-covid-19-provider/child-care-response-covid-19-health-safety>

With strict protocols set out by the government to lessen our risk, we must ensure that ALL FAMILIES are able to follow these protocols. If they are not able to or if a child has too much difficulty, child will need to be kept at the centre as per the BC Health Guidelines.

For the well-being of children, staff and families, open transparency and candor is required around all the above requirements. Although this may lead to some challenging conversations, staff and families need to acknowledge and respect their necessity and their intention of care during the pandemic. We sincerely appreciate your compliance and understanding!

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Parent's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

### **Ratio and Hours of Operation:**

Childcare ratios are required during operation, regardless of a pandemic or communicable disease outbreak. Unforeseen circumstances could have an impact on both the ratios and operation hours. Ratios: In the event that some employees are unable to come in to work or are in quarantine, any or all the following could happen:

- The centre may be closed indefinitely. This would be determined by input from the health authority, or by the Manager so there is appropriate time to decide the steps moving forward.
- Ratios may be lowered to meet expectations from the health authority, or because there is not enough staff available to maintain regular ratios.
- Hours and days of operation may be adjusted to ensure that the programs are able to meet all licensing expectations regarding ratios, while ensuring that the programs are able to meet all protocol expectations.
- If ratios are lowered, Bright Rainbow Childcare Centre will follow the guidelines set out by the Provincial Government or other governing bodies regarding priority placement of children in the available spaces.
- During a pandemic or communicable disease outbreak, any parent that is at home due to any type of leave from work or is now working from home due to the outbreak, will be expected to keep their children at home. This will allow the programs to operate at lower ratios and to provide care to those families that fall into the parameters of employees recognized through the guidelines that are provided by the governing bodies.

### **Health and Wellness:**

Our Health and Wellness Policy continues to apply during a pandemic or communicable disease outbreak. However, additional restrictions may apply based on directives from the Provincial or Federal Government, Ministry of Health, or our local Licensing Officer.

- This may include, but is not limited to, extending our “symptom-free” expectations as outlined in our health policy. It may also include adding pandemic or communicable disease symptoms that have been identified by the health authority.
- All families travelling outside of Canada will be asked to remain home for 2 weeks following travel. No care will be provided, and fees will be expected as normal to maintain your space.
- All parents must inform the Manager of International travel. Failure to do so will result in immediate termination of your space.

If ANY immediate family member inside your home or people that your or your child have been in contact with becomes ill with any of the following: fever, chills, diarrhea, body aches, cough, runny nose, or symptoms specific to the infectious disease outbreak, you will be asked to keep your child home until the symptoms have passed for that family member or outside contact person.

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### **Hand hygiene and respiratory etiquette:**

- We have established hand washing, hygiene and respiratory protocol for everyone in the workplace.
- We have set up hand hygiene stations at the entrance to the workplace. Provide alcohol-based hand sanitizer stations where a sink is not available.
- We require workers, children, and others to wash their hands immediately upon entering the facility. Keep hand sanitizer out of the reach of children and supervise its use.
- We require workers 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, preparing bottles or feeding children
  - » Before and after giving or applying medication or ointment to a child or self
  - » After changing diapers and 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
- Support children to wash their hands regularly throughout the day, including:
  - » When they arrive at the workplace and before they go home
  - » Before and after eating and drinking
  - » After a diaper change
  - » After using the toilet
  - » After playing outside
  - » After sneezing or coughing
  - » Whenever hands are visibly dirty
  - Provide education and direction to workers 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.

### **Cleaning and disinfection**

- Remove toys from the workplace that have surfaces that are not easily cleaned.
- Tell the parents and caregivers not to bring personal comfort items (e.g., stuffed toys).
- Remove unnecessary items from the workplace to reduce surfaces that could become contaminated.
- Identify all common areas (e.g., washrooms) and frequently touched surfaces (e.g., doorknobs, cupboard handles, light switches, faucet handles, tables, chairs, toys).  
Develop and implement a cleaning and disinfection schedule and procedures in accordance with the BC CDC's Cleaning and Disinfectants for Public Settings document.

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- » General cleaning and disinfecting 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.
- Clean and disinfect cots and cribs after each use. The bedding or linens should be laundered frequently.
  - Clean and disinfect diapering stations after each use.
  - 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.

### **Meals and snacks**

- We do not allow sharing of food or drink by workers or children.
- We do not use self-serve and family-style meal service. We provide snacks and meals directly to children in individual servings.
- We do not allow children to participate in food preparation.
- We establish a procedure for receiving and handling parent and caregiver provided food items and containers (e.g., lunch boxes). We have a designating a tabletop/countertop receiving area and ensure this area is sanitized.
- Reusable dishware, glasses, and utensils must be cleaned and sanitized after each use.

### **Arrival of Staff**

- The staff will bring into the center as little as they possibly will need for the day.
- They will place their items in a designated and wash hands.
- Spray their lunch bag down with bleach and water and place in refrigerator
- Spray the area that we left our belongings on
- Put on your “center shoes”

### **Outside Drop Off & Pick Up of Children:**

Parents are not currently allowed to access our facility. Educators must physically distance from parents and cannot take a child from the parent (not applicable for infants).

- Parents will be asked to drop off at the front door of the centre and not to enter the classroom. Please continue to observe social distancing expectations as you wait for an educator to help you.
- If infant’s parents need to enter, they must stay on the welcome mat by the door.
- A sign in area will be designated. Staff will/can fill out the attendance sheets.
- Child’s temperature will be taken upon arrival.

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Parent’s Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

- When departing, the staff will get the children ready to go. The parents can call 5 minutes before arriving at the childcare centre and we will get the child ready. Parents will not need to enter the centre.
- When arriving or departing, if one parent sees another parent picking up, please wait until the other parent is done before coming to the door.
- Children need to wash hands upon arrival and before leaving the centre.
- Please continue to observe social distancing expectations as you wait for an educator to bring your child and their belongings to you.

### **Smaller Group Sizes:**

As recommended by the Provincial Chief Medical Health Officer, in order to keep everyone physically distanced as much as possible (not an easy feat in a setting with children), we have been advised to try to keep our group size as small as possible between now and until COVID-19 is over.

### **Inside/Outside Play:**

Bright Rainbow Child Care will be run differently for the duration of the Pandemic as per guidelines. The toys inside and outside will be limited. As weather permits, the children will be more outdoor based. There will be more "nature" themed activities. From gardening, playing in dirt and gravel, using imaginations, hula hoops and individual colored balls. There will be outside craft times, story time, and more outside walk in small group. Due to BC Health regulations, the following items will not be used: water tables, sand tables, playhouse, puppet theater. We take children outside wherever possible, including play time, snack time, and for learning activities.

### **Alcohol based sanitizers**

Use of an alcohol-based hand sanitizer should only be practiced when soap and water method is not available. If a child needs to use alcohol-based sanitizer, an adult/staff member must be physically present to observe and guide child in proper use.

### **Fees**

Full fees will be charged if you return, along with sick days. Please make sure your subsidy is in place before returning, otherwise parents will be charged. Should you wish to keep your child(ren) home due to Pandemic as per Dr. Bonnie Henry, I will not be charging fees at this time to keep your child home. However, fees will incur at some point, and I will keep parents updated when this occurs. The fee schedule will be the same as in original contract. Subsidized parents will pay their top up fees.

### **Other methods to control risk**

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Parent's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

- At nap time, we ensure that children's cots (or cribs) are spaced out as much as possible, ideally 6 feet apart.
- Limit sharing of supplies and equipment (e.g., pens, telephone, tablets, computer mouse) between workers.
- Provide adequate amounts of high touch materials, such as art supplies, in order to minimize sharing between children.
- Store children's belongings separately, for example through the use of cubbies.
- Staff should not share phones, desks, or other work tools and equipment, when possible. If shared, clean and disinfect equipment before and after use.

**Exclusion Criteria:**

- Children returning from international travel, including the United States, will need to remain home for 14 days.
- As the provincial government is warning against all non-essential travel, families who travel to different provinces may be asked to stay home.
- Children who have family members visiting from other countries will need to remain at home for 14 days.
- Sick people/child (ren) waiting for a test or test result for COVID-19.
- If anyone in the childcare centre is tested positive for COVID-19, the childcare centre will be closed and everyone who attends the childcare centre should be isolated for 14 days or be tested for the coronavirus.

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Parent's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_



### Parent Confirmation of Child Wellness

I \_\_\_\_\_ confirm that my child \_\_\_\_\_

(check all that apply):

\_\_ has had their temperature taken and is currently fever free

\_\_has not been given any fever reducing medications in the past 12 hours

\_\_does not have a runny nose OR has a runny nose, but has received a recent negative COVID-19 test and is well enough to participate in daily childcare activities

\_\_does not have a cough OR has a cough, but has received a recent negative COVID-19 test and is well enough to participate in daily childcare activities

\_\_does not have sinus congestion OR has sinus congestion, but has received a recent negative COVID-19 test and is well enough to participate in daily childcare activities

\_\_does not have difficulty breathing or wheezy breathing

\_\_does not have unexplained fatigue, aches or cold/flu-like symptoms

\_\_has not been in contact with anyone that may have been exposed to Covid19 in the last 14 days to the best of my knowledge

\_\_has not left the country in the last 14 days

- Note: A questionnaire will be asked (posted on the door) every day before dropping off your child (ren). Access will be permitted once completed health questionnaire & temperature check.

Signature \_\_\_\_\_

Date \_\_\_\_\_

This COVID-19 policy must be signed and dated before your child return to Bright Rainbow Child Care.

Parent's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

### **Covid-19 Prevention Measures**

- Permitted Access (Once Completed Health Questionnaire & Temperature Check)
- No Access to Volunteers, Guests or Parents (unless valid reason/emergency)
- Due to COVID – 19 Hours of Operation: 7:00 am – 5:00 pm Monday to Friday (Saturday, Sunday or Stat Holiday Close)

### **Daily Health Questionnaire (Posted on Door)**

- 1. My child does not have any symptoms of illness such as: cough, temperature, shortness of breath, sore throat, runny nose, nasal congestion, eye redness or itchy, headache, general feeling unwell, stomach-ache, diarrhea, rash, tired, irritable, loss of appetite, etc.**
  - I will report any symptoms (even after hours) or medication given in past 48 hours
  - I understand that my child must be symptom free for 48 hours before returning
  - If COVID-19 is suspected child must either remain home for 14 days or my child must test negative for COVID-19 and be symptom free for 48 hours (with physician letter)
- 2. I will report to Bright Rainbow Child Care if:**
  - anyone in our family is ill (includes blended family).
  - child has been around anyone suspected of having COVID-19.
  - family member has visited a location within Canada where they have high cases of COVID-19 or a work site with an outbreak.
  - if child has close contact with someone that has been out of country in last 14 days.
  - if child has close contact with someone who recently travelled by air.
  - if child has close contact with someone who recently participated in large group gatherings.
  - I understand that my child may be required to remain home for 14 days if she/he is at risk of getting COVID-19 or my child must test negative for COVID-19 prior to returning to the childcare centre. (with physician letter on parent's cost).
- 3. I am aware of up to date Government recommendations and all members of my family are adhering to safe social distancing in our personal and work life. Our families "social bubble" is small and we are taking precautions and acting in a responsible manner.**

Failure to follow the Bright Rainbow Child Care COVID-19 Policies & follow Government recommendations of safe social distancing etc. that pose a risk to the center staff and other registered families and their children will result in immediate termination of services without notice (no reimbursement of fees). Serious actions may be taken against families on providing false or misleading information that puts our staff & children and their families at risk.

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Parent's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**Note: Please avoid taking your child (ren) with you outside for unnecessary reasons such as for groceries, relatives visits or parties, parks or playgrounds and any other places where you and your child (ren) are in close contact/proximity of others.**

Day & Date \_\_\_\_\_ of Month \_\_\_\_\_, 2020

No.	Child's Name	Time In	Parent's Signature	Time Out	Parent's Signature	Staff Initial
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Manager or Assistant Manager Signature \_\_\_\_\_

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Parent's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_