

# Immanuel Health and Safety Guidance related to Operations - COVID-19

This Health and Safety guidance document will support Immanuel Child Care (ICC) in implementing Health and Safety procedures and processes outlined in the Ministry of Education *Operational Guidance during COVID-19 Outbreak* and Toronto Public Health's *COVID-19 Guidance for Child Care Settings*. Health and Safety policies and procedures regarding COVID-19 protocols will be shared with families of children attending centres. Specific procedures will be found in each of the following documents:

- Environmental Cleaning and Disinfecting Policy and Procedure – COVID-19
- Exclusion of Sick Children Policy and Procedure – COVID-19
- Hand Hygiene Policy and Procedure – COVID-19
- Health Screening Procedure – COVID-19
- Health Screening Instructions – COVID-19
- Management of Communicable Diseases Policy and Procedure – COVID-19
- Management of Outbreaks (non-Covid-19) Policy and Procedure – COVID-19
- Personal Protective Equipment (PPE) Policy and Procedure – COVID-19
- Physical Distancing Policy and Procedure – COVID-19
- Procedure for Suspected or Positive COVID-19 cases – COVID-19
- Toy Washing and Disinfecting Policy and Procedure – COVID-19

## General

- All in-person meetings and group events are cancelled until further notice and will be rescheduled. It is encouraged to have meetings, including with families, through phone calls or virtually.
- Strollers will not be permitted in the child care centre. ICC will provide an outside area for stroller storage.
- When holding toddlers, staff should use blankets or burp cloths over clothing and change the blanket/burp cloth between children
- Increase public health awareness by posting COVID-19 signs the designated screening station to raise awareness about health and safety measures that can help prevent the spread of COVID-19.

## Program Revisions

### Program

- Communal sensory activities are suspended. Single use sensory materials can be used (individual playdough, individual bin with water). These activities must be discarded immediately after use and bins cleaned and disinfected.
- Singing should be avoided indoors and ensure physical distancing for singing activities outdoors.

### Food

- Food must be served using utensils, and utensils must not be shared.
- Sharing of non-centre prepared food items must be avoided to ensure hands are not touching multiple items, this includes pot lucks etc.,
  - Staff should wait to eat home prepared food until their break/lunch time.
- Do not allow any self-serve arrangements in the program

- Avoid multiple hands touching proximal items. Shared items such as salt shakers and condiments must not be available for self-serve
- Children must not prepare food that will be shared with others
- There must be no food provided by the family, including birthday cakes.

### **Group Sizes**

- Cohorts are defined as a group of children and the staff members assigned to them, who stay together throughout the duration of the program.
- Rooms will follow appropriate Child Care and Early Years Act (CCEYA) regulations for ratios and group sizes within the maximum group size cohort of no more than **15 children**.
- All cohorts must stay together and not mix with other cohorts.
  - Supply staff should be assigned to specific cohorts/child care locations when possible.

### **Visitors and Drop Off / Pick Up Procedures**

- Policies and Procedures are in place to support physical distancing and safe pick up and drop off of children. Please refer to Physical Distancing Policy and Procedure – COVID-19 and Health Screening Procedures – COVID-19 and Health Screening Instructions – COVID-19 for specific processes.
- Non-essential visitors will not be allowed to enter the centre. Ministry of Education staff or other public officials will be allowed to enter and inspect the centre at any reasonable time, and must be screened before entry.
- Anyone entering the centre including the above, will need to be screened and pass the screening test.
- Immanuel Child Care will maintain daily records of anyone coming into the centre (maintenance, cleaners, inspectors, special needs staff etc) including names, time in and out, purpose and areas visited. These records will be kept up to date to facilitate contact tracing
- There will not be any volunteers or students at the centre during this time.
- Pick up and drop off times for children are to be staggered to avoid gathering at screening areas and entryways.
  - Pick up of children will take place outdoors, at the playground gate, when children are outdoors at pick up time.
  - Indoor pick up will take place at our screening area when necessary. Remember to follow physical distancing procedures while waiting to pick up your child.

Revised: July, 2020