**COVID-19 Safety Plan**

**Date: Oct 2/2020**

**Topics in Plan**

**1.Access to Preschool Setting**

**2.Pick Up & Drop Off**

**3.Hand Hygiene & Respiratory Etiquette**

**4.Physical Distancing**

**5.Cleaning & Disinfection**

**6.PPE**

**7. Snack Time**

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**Access to Preschool Setting**

All employees and children MUST NOT enter facility if they have any signs or symptoms of COVID-19 or have travelled outside Canada in the last 14 days.

Parents and/or Caregivers MUST NOT enter Max Turyk Community Center. Especially if they show any signs or symptoms of COVID-19 or have travelled outside Canada in the last 14 days. Max Turyk has a No Entry agreement amongst the internal programs that no one other then Staff and Children are allowed entry.

Staff are required to ask for verbal confirmation that the child entering does not have symptoms of “Common Cold, Flu, COVID-19 or any other respiratory disease.

Staff WILL NOT ACCEPT a child if the parent/caregiver answer yes to any of the above.

Staff with symptoms of COVID-19 will be made to stay home and self-isolate (10-14days) until they have been accessed by a health care provider to exclude COVID-19 and other diseases and symptoms are resolved.

Parents are asked to complete daily health check prior to drop off and reminded to Please keep your child/children home when they show any signs, symptoms of COVID-19, Common Cold, Flu ect…..

Daily Temperature Checks can be done at teachers discretion.

Green (below 100) Entery Allowed

Yellow ( above 100) asked to step aside wait 5 mins. At this time hats or toques can be removed or bangs moved away from forehead. Child will be allowed one more reading, if still yellow they will not be allowed entery.

Red – your child has a fever and you need to return home until child is symptom free

Access to the preschool will be unaccessible to anyone other than staff and children until further notice.

If parent/caregiver is needing to speak with staff they can do so by phone, text, email or they can arrange an in person meeting with staff outside at 2m (6feet) apart.

**What to Do if a Child or Staff Member Develops Symptoms**

Child

Staff must take the following steps: 1. Immediately separate the symptomatic child from others in a supervised area. 2. Contact the child’s parent or caregiver to pick them up as soon as possible. 3. 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. 4. Provide the child tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene. 5. Avoid touching the child’s body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene. 6. Once the child is picked up, practice diligent hand hygiene. 7. 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

Staff should go home as soon as possible. If unable to leave immediately: 1. Symptomatic staff should separate themselves into an area away from others. 2. Maintain a distance of 2 metres from others. 3. Use a tissue or non-medical mask to cover their nose and mouth while they wait to be picked up. 4. 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).

**Pick Up & Drop Off**

Pick up and drop off will be done

1. Play Yard
2. Our Door
3. Main Building Entrance
4. Play yard located at the end of the parking lot beside the community park.
5. Our Door located on the backside of the building. Families are asked to enter through fenced area beside play yard and head towards the soccer field. We are the first door on the left. Please follow social distancing markings
6. Main Building Entrance will be used during winter months when Snow Removal has not been done prior to Preschool Opening. Preschool Families and Staff will stay to the left of the doors and will be asked to follow social distancing rules

Please attached map for 3 areas.

Parents will be asked to stay 6’ back allowing there child to enter on their own unless and hand off is required.

**Hand Hygiene and Respiratory Etiquette**

1. Staff will wash hands as soon as they arrive, before the prep &/Or serve snack and transition from outside to inside. Staff may also wash hands whenever they feel the need.
2. Staff will wash hands after cleaning tasks, when visibly dirty, assisting a child in the washroom, or in contact with bodily fluids (eg: runny nose, spit, vomit, blood ect….)
3. Hand Sanitizer is available at all times. There is a bottle at drop off and pick spots as well as in the classroom.
4. Children will use hand sanitizer or wash hands upon entering, transition times, when coming from outside to inside, when in contact with bodily fluids, and when visibly dirty.
5. Children are encouraged to cough and sneeze into there elbows, throw there used tissues in the garbage.
6. Children are encouraged to try not to touch there face

**Physically Distancing**

1. Staff are encouraged to maintain a safe distance when interacting with one another
2. Staff are asked to adapt/change there programming to keep children out of one another’s personal bubbles. Staff will not make children stay 6’ (2m) apart. It is not possible to have young children staff apart. They don’t understand.
3. Staff have limited the amount of children who can play at each center. These will be marked with Yellow Smiley Faces.

**Cleaning and Disinfecting**

1. All toys with surfaces not easily cleaned have been placed into storage until further notice.
2. All toys from home have been asked to remain at home unless they are used for comfort. A request that parents wash said item daily.
3. Only plastic dolls with one outfit will be used if the “house center” is set up
4. If play dough is used, each of the 3 programs will have there own bin and toys used in the center will be washed after each class
5. All toys that can be safely ran through the dishwasher will be ran through once or twice a week depending on use. These toys will be sprayed with a bleach water solution at the end of each class.
6. Washroom is cleaned and disinfected after each program
7. Touched surfaces, door knobs, light switches, handles, tables, chairs ect…. Are cleaned during and/or after each program
8. Toys in mouth are immediately placed in the sink and then ran through the dishwasher or disinfected if not dishwasher safe.
9. If a worker or child leaves due to symptoms of COVID-19, Common Cold, Flu, ect…. The areas they were in are cleaned and disinfected ASAP
10. Preschool is fully stocked with numerous cleaning products

**Personal Protective Equipment (PPE)**

1. Masks are made optional to staff and families.
2. Gloves are located under the bathroom sink for mishaps in the washroom or when dealing with bodily fluids.

**Snack Time**

1. Snack is served to each individual child by the teacher. Snack plates WILL NOT be shared. Employees are the only ones who will be handling the food on the snack plate.
2. Group food prep has been eliminated from the program until further notice.
3. Birthday Treats and Party snacks (Christmas, Halloween, valentines day) are left up to the discretion of each teacher for there individual programs

**Other Methods to Control Risk**

1. Sharing supplies among workers

-each employee will have their own drawer as well as there own shelf.

-if the employee chooses to share items from there drawer and shelf they do so at own risk

-The employer will supply each drawer at the beginning of the year with the following items

-3 PENS, 2 PENCILS, 1 SCISSOR, 1 WHITIE OUT, 1 ERASER

2. Shared supplies will be disinfected at the end of each day

3. Staff are encouraged to incorporate more outside time into there programs.