

Adventure Hours Nursery School

COVID-19 Protocols

This document is subject to change in accordance with direction from The Ministry of Education (Child Care Quality Assurance and Licensing) and Local Health Officials.

Adventure Hours Nursery School is required to follow strict health and safety measures while operating at full licensed capacity

- The provincial screening tool is available at:
 - <https://covid-19.ontario.ca/school-screening/>
- The new provincial direction is that children, child care staff and essential visitors with **ANY new or worsening symptom** of COVID-19, must stay home until:
 - They receive a negative COVID-19 test result
 - They receive an alternative diagnosis by a Health Care Professional, or
 - It has been 10 days since their symptom onset and they are feeling better
- The provincial screening tool has been updated to reflect this change and is available at <https://covid-19.ontario.ca/school-screening/>. Printed copies of the screening questions will be available at the Screening Station for parents to reference.
- Any individual that does **NOT** pass the on-site screening procedure will be asked to return home and self-isolate until they meet the criteria for return.

Isolation requirement for household contacts of symptomatic individuals

- All children, child care staff and essential visitors are now required to stay home from Adventure Hours Nursery School if anyone in their household has new or worsening symptoms of COVID-19 and has been recommended for isolation and testing.
- All asymptomatic household contacts of symptomatic individuals are required to quarantine until the symptomatic household member:

- receives a negative COVID-19 test, or
- receives an alternative diagnosis by a Health Care Professional

- If the symptomatic individual **tests positive**, or is **not tested**, and does not receive an alternative diagnosis from a Health Care Professional, the symptomatic individual must isolate (including from household members) for 10 days from symptom onset, and all household contacts must isolate until 14 days from their last contact with the symptomatic individual.

Masking/PPE requirements

- Masks are now mandatory for all children in grades 1 through 12 and encouraged for younger children aged 2 years to SK.
- The Ministry recognizes that some children will be unable to wear masks for medical reasons and it is expected that these will be relatively rare cases.
- Adventure Hours, with the support of the Chatham-Kent Public Health Unit, will consult with families on an individual basis (the request of masking exceptions).
- All staff will support children to wear masks as diligently as possible.

• COVID-19 Requirements

Child care plays a critical role in our community. Adventure Hours Nursery School is committed to providing quality child care for our community as we reopen amid the COVID-19 Pandemic. All staff will follow procedures as documented in the Policies and Procedures as well as the regulations and guidelines put in place by the Chatham-Kent Public Health Unit, Municipality and Ministry of Education (Child Care Quality Assurance and Licensing).

Some precautions to reduce the spread of COVID-19 could include, but are not limited to:

- Staff to child ratios
- Reduced group sizes
- Capacity of people in the facility
- Enhanced cleaning and disinfecting
- Hours of operation

- Use of Personal Protective Equipment
- Daily (active) screening
- Changes to minimum requirements to hold your child care space
- Physical distancing measures
- Prioritization of available spots

Adventure Hours Nursery School will ensure all staff are aware of and adhere to, the protocols put in place in response to the Pandemic.

All staff will:

- Receive Mandatory training before returning to or commencing employment and sign off on training.
- Read and sign off on all Protocols put in place due to the Pandemic and at any point a change is made to the Protocols

Adventure Hours Nursery School has the following Protocols in place:

- Hours of operation 9:00 a.m. to 11:30 a.m. (Monday through Friday) and 1:00 p.m. to 3:30 p.m. (Monday through Thursday)
- Children will be in cohorts according to their age range and will not be mixed with other cohorts (Example: Toddlers/Preschoolers).
- The minimum requirement to maintain a space with Adventure Hours is 2 half day sessions.
- Staff to child ratios will remain the same, according to the Childcare and Early Years Act.
- Staff will be able to complete multiple roles (example: Screener and runner), as IF they are included in two or less cohorts.
- All staff will receive scheduled hours weekly indicating both start and end times.
- Enhanced Cleaning and Disinfecting will be in place. See Enhanced Childcare Cleaning and Disinfection Chart.
- Upon arrival, all individuals including children, staff and anyone entering beyond the Screening Station (e.g. Essential Visitors), will be screened including checks prior to entry. See "Child Care COVID-19 Screening for Children/Adults Health Screening Logs".
- Only Adventure Hours Nursery School staff and Essential Visitors will be allowed in the program

area(s) at this time.

- Use of Personal Protective Equipment has been enhanced according to recommendations by the Chatham-Kent Public Health Unit (See Personal Protective Equipment PPE).
- All adults entering the facility must wear a face mask. All adults entering the facility past the Screening Station must wear a medical grade face mask and protective eye wear (goggles/face shields). Adults such as Electricians or Plumbers in the facility (for short periods of time) can wear only a medical grade face mask BUT must physically distance as much as possible. If physical distancing of 2 metres (6 feet) can be safely maintained, staff can remove their face masks and protective eyewear. Face masks and protective eyewear must be worn in hallways.
- Volunteers are not permitted at Adventure Hours Nursery School at this time.
- Adventure Hours Nursery School is not accepting students at this time.

Mandatory Training

Adventure Hours Nursery School will ensure staff are aware of and adhere to, the Policies and Procedures put in place in response to the COVID-19 Pandemic.

All staff will:

- Receive Mandatory Health and Safety Training before returning to or commencing employment
- All staff will receive additional training as needed/recommended by Chatham-Kent Public Health Unit and sign off once training is complete.
- Public Health Ontario and Chatham-Kent Public Health Services have developed the

following videos to assist with understanding our role in stopping the spread of COVID-19 in our community. Adventure Hours Nursery School employees and support staff (CKCS) will watch the videos (listed below) before returning to or commencing employment and will sign off after receiving the training.

7 Steps of Hand Hygiene – <https://www.publichealthontario.ca/en/videos/7-steps-handhygiene>

Putting on Gloves – <https://www.publichealthontario.ca/en/videos/ipac-gloves-on>

Putting on Mask and Eye Protection – <https://www.publichealthontario.ca/en/videos/ipac-maskeyes-on>

Taking off Mask and Eye Protection – <https://www.publichealthontario.ca/en/videos/ipac-maskeyes-off>

Taking off Gown and Gloves – <https://www.publichealthontario.ca/en/videos/ipac-gowngloves-off>

Taking off Full Personal Protective Equipment –
<https://www.publichealthontario.ca/en/videos/ipac-fullppe-off>

Putting on Full Personal Protective Equipment –
<https://www.publichealthontario.ca/en/videos/ipac-fullppe-on>

How to properly Screen (Video) – <https://www.dropbox.com/s/etd1ld0ilv6biir/Sreening2.mp4?dl=0>

- All Adventure Hours Nursery School staff and support staff (CKCS) will read the Adventure Hours Nursery School COVID-19 Protocols prior to returning OR commencing employment and will sign off.

Note: The WSIB has indicated that all First Aid/CPR certificates that would have expired as of March 1, 2020 are now extended until June 30, 2021.

Communication with Families

Adventure Hours Nursery School will ensure that families are aware of the Enhanced Health and Safety Measures prior to returning/beginning program. This will ensure they are aware of their expectations

and will promote confidence in the safety measures which have been put in place. The Policies and Procedures regarding Health and Safety Protocols to COVID-19 (including requirements and exceptions related to masks) will be shared with parents. The information will be communicated to parents through adventurehours.com (website), the Adventure Hours Nursery School Facebook page, parent e-mails and telephone calls. Parents/guardians will read and sign the Adventure Hours Nursery School Parent/Guardian Agreement Form prior to resuming child care OR prior to commencing program. Tours for new families will be conducted through video/pictures as well as telephone. Parent meetings will be conducted via telephone. Adventure Hours Nursery School will ensure there is visible signage at the Entrance/drop off area. Signage will explain the Screening process and Non-Essential Visitors are not permitted past the Screening Station, at this time.

The following signage will be posted and assist in communicating Enhanced Screening and Safety Measures:

- Cover your Coughs and Sneezes
- Passive Screening “Stop” sign (posted at entrance)
- Physical Distancing Sign
- Please Sanitize your Hands

In the event of a confirmed COVID-19 case or an Outbreak is declared at Adventure Hours Nursery School, the Supervisor/Designate will follow the directives of the Chatham-Kent Public Health Unit in regard to how to communicate the information to Parents/Guardians and staff.

Personal Protective Equipment (PPE)

Intent

Adventure Hours Nursery School is committed to the health and safety of all staff and has created this policy regarding Personal Protective Equipment (PPE). PPE is legislatively required and can prevent many workplace injuries. This policy MUST be observed at all times when working in areas requiring PPE.

Guidelines

All staff and Essential Visitors must wear appropriate CSA-Approved PPE as follows:

- When handling blood, staff must wear disposable gloves and protective eyewear.
- When handling feces, eye discharge, saliva, urine and vomit, disposable gloves must be worn.
- When using chemicals in a high concentrated level, disposable gloves and protective eyewear must be worn.

All of the PPE used and provided by Adventure Hours Nursery School will comply with the requirements under the Ontario Occupational Health and Safety Legislation.

PPE used by Adventure Hours Nursery School staff should be stored and maintained in accordance with the manufacturer's instructions and requirements. Any PPE that is damaged, broken or in need of service/repair must be removed from program immediately and provided to the Supervisor/Designate. All PPE removed from program will be identified as "Out of Service" and should not be used again.

No PPE should be modified or changed contrary to the Manufacturer's instructions, specifications or occupational Health and Safety Legislation.

Responsibilities

Employer Responsibilities:

- Adventure Hours Nursery School will ensure all employees use the appropriate PPE for their job duties.
- Adventure Hours Nursery School will ensure training and information is given to all employees re: the use and inspection of PPE in order to use to safely perform their job duties.
- Adventure Hours Nursery School will NOT allow any employee to perform duties without appropriate PPE or with damaged PPE.
- Adventure Hours Nursery School will remove any damaged or broken PPE from the program.

Employee Responsibilities:

- Employees must follow all guidelines as outlined above and wear all required PPE (as required).
- PPE must be inspected at the time of issue and before each use.
- Any PPE that does not pass inspection must be reported to the Supervisor/Designate.

- Employees may NEVER modify or change an article of PPE. Uncomfortable PPE may be due to lack of proper fit and additional “fit” testing may be required.
- Employees must clean and disinfect Protective Eyewear after each use.
- Employees must report any unsafe behaviours or potential hazards they observe to the Supervisor/Designate.

In the event of an Outbreak, enhanced measures around the use of PPE may be required. Adventure Hours Nursery School will follow the recommendations from the Chatham-Kent Public Health Unit. These enhanced measures will be provided to staff with additional training if applicable.

The Enhanced Personal Protective Measures due to COVID-19 include:

- All Adventure Hours NS staff and Essential Visitors working in program must wear a medical grade face mask and protective eyewear. IF physical distancing of 2 metres (6 feet) can be safely maintained, face masks and protective eyewear can be removed. Face masks and protective eyewear must be worn in the hallways (Recommendations for the use of PPE).
- Medical grade face masks and protective eyewear will be used by staff working at Screening Station.
- Children under the age of 2 years should NEVER wear a mask. Children 2 years to SK will be supported to wear face masks.
- It is recommended that when snuggling/comforting a child, a receiving blanket will be put between the staff and the child. The blanket will be washed after each use.
- When cleaning up bodily fluids with the risk of splashing, staff will wear a medical grade face mask, protective eyewear and disposable gloves.
- Adults (Electricians, Plumbers, Custodian) in the program for short periods of time, can wear only a medical grade face mask but MUST physically distance.

Attestation Form

The Ministry of Education has provided all child care operators with an Attestation Form. Adventure Hours Nursery School will complete and submit this form to the Ministry of Education Program Advisor at least two (2) days prior to reopening.

The form confirms Adventure Hours Nursery School has developed and reviewed the Enhanced Protocols with staff, parents/guardians and essential visitors. The Protocols have also been made available to all families.

Prioritization

Families previously enrolled at Adventure Hours Nursery School prior to closing on March 13, 2020 will have priority over new families requiring child care. To determine prioritization of child care spaces the following criteria will be used:

- Adventure Hours Nursery School Staff Children
- Working Families requiring part time care
- Families with special circumstances that would benefit child/ren returning to program, such as requiring/benefiting from SNR support

Additional considerations and recommendations on prioritization policies will be discussed on an ongoing basis through Operator Update teleconferences as well as one-to one meeting with CMSM (via telephone/e-mail).

In the event Adventure Hours Nursery School is closed due to Outbreak or Municipal Lockdown, a survey will be emailed to all enrolled families to determine need. Priority will be given to families who complete the survey according to the time frame listed on survey.

Parent Fees

Upon re-opening, Adventure Hours will set fees prior to closure March 13, 2020. Families will not be charged fees or Registration fees to add a child/ren to a priority list for preferred access to spaces. Parents/guardians will not be charged fees if they do not have access to a space or decide not to accept a space.

Any child, who was receiving care at Adventure Hours, prior to the COVID-19 closure, will be given priority over new children requiring care. Families are encouraged to continue to utilize the Municipal OneList Registry (www.chatham-kentchildcare.ca) for future enrollment (see Waitlist Policy).

In the event Chatham-Kent is placed in a Municipal Lockdown, parents will not be required to pay ANY fee to hold their child/ren's space, if care is not needed.

Arrival and Departure Policy

Arrival

The following procedures will take place when children, parents/guardians, staff and Essential Visitors arrive and depart from Adventure Hours Nursery School:

- All individuals entering Adventure Hours facility must wear a face mask or face covering (see PPE section).
- Upon arrival, all individuals including children, staff and anyone entering beyond the Screening Station (e.g. Essential Visitors), will be screened including daily temperature checks prior to entry. (see COVID-19 Screening for Children Entering Child Care/Child Care COVID-19 Screening for Adults Entering Child Care)
- If an individual does not PASS the Screening Checklist, they will not be able to enter the program past the Screening Station.
- Only staff and Essential Visitors will be permitted to enter the program past the Screening Station.
- Parents/guardians will not be able to enter the program and a designated staff will walk the children to their designated room (Toddler/Preschool).
- Everyone entering the facility will be required to sanitize their hands upon entry. Alcohol based hand sanitizer with a concentration of 60 to 90% alcohol will be available with signage demonstrating appropriate use, for adults.
- Hand sanitizer will not be accessible to children. Younger children will wash their hands upon entering their designated room (with assistance from staff if required).

- Drop off times will be daily from 9:00 to 9:30 a.m. OR 1:00 and 1:30 p.m.
- Children, staff and Essential Visitors are encouraged to minimize their personal belongings brought into the facility. Belongings should be labelled and stored in children's cubbies. Purses will be stored in a locked/lockable cupboard.
- An "X" will be placed on the ground at the entrance for Parent/Guardian to stand on while waiting for Screening (to ensure physical distancing).

Departure

- Parents/Guardians will be met by an Adventure Hours staff at the designated entrance of the facility to pick up their child/ren. Parents/guardians will not be permitted into the building. Staff will walk children to their parent/guardian.
- Pick up times will be daily between 11:00 and 11:30 a.m. OR 3:00 and 3:30 p.m. unless otherwise requested (prior arrangements must be made with Supervisor/Designate).

Liability and Insurance

All requirements under the CCEYA will be met in addition to the Enhanced Health and Safety Measures outlined in this document and by Local Public Health.

- **Before and After School Programs**

Before and After School Programs (N/A to Adventure Hours Nursery School)

- **Enhanced Environmental Cleaning and Disinfection**

From what is currently understood about COVID-19, commonly used cleaners and disinfectants are effective against the virus. In order to prevent the spread of respiratory illnesses including COVID-19, Adventure Hours will maintain the routine cleaning and disinfection schedules and also follow an Enhanced Childcare Cleaning and Disinfection routine with recommendations put in place by the Chatham-Kent Public Health Unit. (See: Enhanced Childcare cleaning and Disinfection Chart). Adventure Hours will consult with the Chatham-Kent Public Health Unit to determine the type and grade of disinfectant to use. All products including cleaners and disinfectants will be stored out of the reach of children, labelled and will have up-to-date Safety Data Sheets (SDS) on site. Both Toddler and Preschool rooms as well as washrooms will have its own designated disinfectant. Adventure Hours will ensure cleaning and disinfectant products are not expired and will follow all Manufacturer's instructions.

Cleaning:

- Will primarily completed with soap and water which will remove dirt and grease that can hide and protect germs from disinfectants.
- Cleaning with soap and water will also substantially reduce the number of germs that may be on surfaces.

Disinfecting:

- After cleaning with soap and water, disinfectant will be sprayed on surfaces and staff will ensure the recommended contact time (time the surface stays wet) is achieved.

Record Keeping:

- In addition to Child Care and Early Years Act Record keeping requirements, Adventure Hours will retain: 1 – Enhanced Cleaning and disinfectant Chart

2 – Screening Logs

These records will be kept for a minimum of one (1) year and will be kept on the premises of the facility. A specific cleaning and disinfecting chart will be provided for Toddler/Preschool rooms, kitchenette and Screening Station. These charts will be used to track and demonstrate cleaning schedules. Designated staff will be arranged to clean and disinfect. These individuals will be responsible for keeping the cleaning and disinfecting records and may also perform other duties.

Enhanced Cleaning Frequencies**Toys and Indoor Play Structures:**

- The frequency of cleaning and disinfecting will increase from weekly to daily
- Toys and equipment will be designated for each room/cohort
- Any shared toys or equipment will be cleaned and disinfected between cohorts.
- Soft fabric toys and items that cannot tolerate regular cleaning and disinfecting will not be used.
- Group sensory activities will cease. Single use sensory activities (dedicated to one (1) child) will be encouraged and supported.
- Any mouthed toys will be cleaned and disinfected immediately after each use. Once disinfected, the toys will be rinsed with potable water.
- Children and staff will wash their hands before and after outdoor play.

Frequently Touched Areas:

- Frequently touched surfaces are cleaned and disinfected at least twice each day (e.g. washrooms (toilet fixtures, faucets), eating areas (tables, sinks, countertops), doorknobs, push bars, light switches, handles desks, phones, keyboards, push buttons, handrails, computers, photocopiers, etc.).
- Staff will adhere to diapering and toileting procedures and ensure proper cleaning and disinfecting between diaper change or toileting processes.
- Shared spaces, such as washrooms OR objects should be cleaned in between each use and only one (1) group and a time should access the share space/equipment.

Other Areas:

- Large equipment and shelving will be cleaned and disinfected each week
- Floors will be swept and mopped daily or more often if necessary
- Carpets will be vacuumed at least once per session
- Tables and chairs will be cleaned and disinfected twice daily or more often if needed
- Cutting boards and countertops used for food preparation (food service) will be cleaned and disinfected before and after each use
- Washrooms will be cleaned daily and between each group usage
- Low touch surfaces will be cleaned and disinfected daily and between cohorts (e.g. window ledges, doors, sides of cabinets, furniture, etc.
- Diaper changing surface(s) will be cleaned and disinfected after each use
- Cleaning equipment: will be carefully cleaned and disinfected on a regular basis to avoid inadvertent cross-transmission of microorganisms during subsequent use
- Any shared items will be disinfected between users (phones, binders, computer, etc.)
- All staff water bottles, containers, travel mugs, cell phones, lunch containers etc. (hard surfaces) will be disinfected upon entry to the program
- Children will be asked to limit personal belongings to “essential” items only (that can be disinfected) e.g. soothers, sippee cups, water containers
- Soothers will be washed in soap and water upon arrival, individually labelled and stored (no contact with others) and not used/shared with others
- Creams/lotions: single-use disposable gloves will be used by staff (only to be put in the container once per glove)

Items that cannot be properly cleaned and disinfected must not be used by children in the program.

All items used by a symptomatic individual will be cleaned and disinfected. IF the items cannot be cleaned should be removed and stored in a sealed container for a minimum of seven (7) days (e.g. books).

- **Child Care Centre Health Screening**

Upon arrival, all individuals including staff, children and any person(s) entering beyond the Screening Station (Essential Visitors), will be actively screened including daily temperature check, prior to entry (See: Child Care COVID-19 Screening for Children Entering Child Care and Child Care COVID-19 Screening for Adults Entering Child Care). Immediately after entering the facility, the Screener will screen themselves. The Screener will take their own temperature and log their information on the Staff Screening Sheet. Children will be monitored for signs and symptoms of COVID-19 throughout the day.

Parents/guardians will be made aware of the screening process before enrolling with Adventure Hours. Visible signage will be hung/posted at the entrance and Screening Station.

Adventure Hours will deny entry to any individual who does not PASS the Active Screening process. When an individual does not PASS screening and is not permitted to attend program, does not need to be reported to the Chatham-Kent Public Health Unit (see: Info for Child Care Health Screeners for more details re: next steps for parents).

Entry past the Screening Station will be limited to staff, children and Essential Visitors.

Screening Station

Adventure Hours will have one designated entrance with a Screening Station. A staff trained on the screening procedures will complete daily screening.

The Screening Station will have signage identifying the screening process and will be set up at the entrance, eliminating access to the facility.

The Screening Station will include the following criteria:

- Location and use of a Screening Table will be identified.
- The staff Screener will wear a medical grade disposable face mask and a protective face shield or goggles.
- Signage regarding proper hand hygiene and respiratory etiquette will be displayed at the

Screening Station and outside the dedicated/identified building entrance.

- Signage will be posted instructing parents to keep children home if they have symptoms (fever, cough, difficulty breathing, etc.) and encourage proper hand hygiene.
- The Screening Station will be disinfected regularly throughout the daily screening process.
- Floor markings will be placed in the Screening Station area (and outside the entrance) to ensure physical distancing requirements are met.
- Alcohol based hand sanitizer containing at least 60% alcohol content will be provided at Screening Station.
- Any person(s) entering the facility must perform hand hygiene upon entering.
- Cohort staff will assist children with hand hygiene (washing with soap and water) upon entering the program.
- Temperatures will be taken by Adventure Hours staff member completing the screening process. This staff will also ask the screening questions to parents/guardians, staff and Essential Visitors entering beyond the Screening Station. This staff will record all screening results on the appropriate/ official screening form.
- A copy of the “Info for Child Care Health Screeners” will given to any individual who does not PASS screening procedure (includes advisement of next steps required).
- Screeners will alert the Supervisor/Designate of any children, staff or Essential Visitors who did not pass screening. The Supervisor will contact the Chatham-Kent Public Health Unit for directions re: how to proceed.

Health Screening Procedure

All individuals entering Adventure Hours Nursery School beyond the Screening Station, will be screened with the indicated questions on the Child Care COVID-19 Screening Form(s).

- Health screening questions are for the parent/guardian to answer on their child’s behalf.
- Staff and Essential Visitors are to use the designated entrance, then screened by the screener.
- Only one (1) parent/guardian is permitted into the Screening Station.
- Parent/guardian is not permitted past the Screening Station.
- Staff/Essential Visitors are not permitted past the Screening Station until they have been properly screened and cleared to enter the program.
- Screeners will give a copy of the “Info for Child Care Health Screeners” form to any individual

who does not PASS screening. The form advises of next steps required.

- The Screener will ask each individual the questions on the screening checklist for each person and record the outcome, (pass or fail).

If the answer to any of the questions is “YES”, in the absence of a pre-existing or non-infectious underlying reason for the symptoms, (e.g. seasonal allergies, post nasal drip, chronic digestive issues, etc.) or if a fever is identified, the individual has failed the screening process and will be refused entry to the program.

Any individual who fails the screening process will be advised to contact their Health Care Provider. Adventure Hours will retain records of each person entering the facility in a daily log book. The record keeping will be kept at the Screening Station and the Supervisor/Designate will oversee the log book. Records will include name, contact information, time of arrival/departure and the screening results. These records will be kept up to date and available to facilitate contact tracing in the event of a confirmed COVID-19 case or outbreak.

Daily Records

Adventure Hours will maintain daily records of anyone entering the program and the approximate length of their stay (Custodian, maintenance personnel, individuals providing supports for children with special needs).

- These records will be kept on site.
- Records (e.g. name, contact information, time of arrival/departure, screening completion and results, etc.) will be kept up to date and available to facilitate contact tracing in the event of a confirmed COVID-19 case or outbreak.

• Exclusion of Symptomatic Children/Staff Protocols

Adventure Hours will properly complete daily screening on all children, staff and Essential Visitors entering the designated entrance and will exclude when necessary (See: When to Exclude).

When a child is ill and or exhibit COVID-19 related symptom, Adventure Hours will ensure the following:

- Ill children will be separated from the other children to designated exclusion space (See: How to Exclude) to be monitored by staff until a parent/guardian picks up.
- Symptoms of illness will be recorded in the Daily Log as per the CCEYA.
- The parent/guardian of the ill child will be immediately notified to pick up and take the child home. Emergency pick up contacts should be readily available to pick up an ill child if required.

- If the child is unresponsive, have trouble breathing, having a convulsion, or whose condition is deteriorating rapidly and must receive immediate medical attention, staff will call 911.

When to Exclude

Children, staff and Essential Visitors with **ANY new or worsening symptoms** of COVID-19 must stay home until:

- They receive a negative COVID-19 test result.
- They receive an alternative diagnosis by a Health Care Professional, or
- It has been 10 days since the onset of symptom(s) and they are feeling better.
- The Provincial Screening Tool has been updated to reflect this change and is available at <https://covid-19.ontario.ca/school-screening/> printed copies of the screening questions will also be available at the Screening Station for parents to reference.
- Any individual that does not PASS the on-site screening procedure will be asked to return home to self-isolate until such time they meet the criteria for return.

Common symptoms that may be due to COVID-19 infection include one or more of the following:

- Fever (temperature of 37.8C or greater) and/or chills
- New or worsening cough or barking cough (croup)
- Shortness of breath
- Decrease or loss of smell or taste

Other symptoms include:

- Sore throat or difficulty swallowing
- Runny or stuffy/congested nose (except for seasonal allergies, nasal drip, etc.)
- Headache that's unusual or long lasting
- Nausea, vomiting and/or diarrhea
- Extreme tiredness that is unusual or muscle aches

If a child has one symptom from the “Other Symptoms” column above (One symptom from section #2 on the COVID-19 Screening Tool), they may return to child care after 24 hours if their symptoms has improved and they are feeling well.

Isolation

Isolation requirement for household contacts of Symptomatic individuals:

- All children, staff and Essential Visitors are now required to stay home from the child care if anyone in their household has new or worsening symptoms of COVID-19 and has been recommended for isolation and testing
- All Symptomatic household contacts of Symptomatic individuals are required to quarantine until the Symptomatic individual household member:
 - Receives a negative COVID-19 test result, or
 - Receives an alternative diagnosis by a Health Care Professional
- If the Symptomatic individual **tests positive**, or is **not tested** and does not receive an alternative diagnosis from a Health Care Professional, the Symptomatic individual must isolate (including from household members) for 10 days from symptom onset and all household contacts must isolate until 14 days from their last contact with Symptomatic individual.

Monitoring and Responding to Reports of COVID-19 Symptoms

- All Child Care and Early Years sector partners, together with Ministry of Health and Chatham-Kent Public Health Unit will work closely to monitor and respond to reports of COVID-19 symptoms.
- Anyone who is symptomatic, does not PASS screening or has been advised to self-isolate by the

Chatham-Kent Public Health Unit must not be permitted to attend the program and should stay at home (this includes children, child care centre staff and Essential Visitors).

How to Exclude:

If an individual becomes ill while in the program:

- The ill individual must be immediately separated from others, in a separate room IF possible. Parent/guardian must be contacted for pick-up of symptomatic child
- Symptomatic children who are separated from others must be supervised.
- Any providing care to the ill individual should maintain as much physical distance as possible. If physical distancing is not possible (e.g. if a young child needs comfort) staff should consider added PPE (i.e. gloves, receiving blanket).
- The person caring for the individual should wear a medical mask and eye protection and be trained on proper use of PPE, including donning and doffing.
- Hand hygiene and respiratory etiquette should be practiced while the ill individual is waiting to be picked up.
- Cleaning of the area, the separated individual occupied as well as other areas of the child care setting where the ill individual was, should be conducted as soon as reasonably possible after the ill individual leaves (See: Cleaning).
- Adventure Hours will advise the parent/guardian to contact their Health Care Provider for further direction.
- Adventure Hours will contact the Chatham-Kent Public Health Unit for direction.
- Regular child care operation will continue unless otherwise directed by the Chatham-Kent Public Health Unit.
- If a child develops symptoms and their screening indicates they should stay home but their sibling(s) do not have symptoms, the siblings do not need to isolate until the other child tests positive for COVID-19.
- Persons who test positive may not return to the child care program until they are cleared by the Chatham-Kent Public Health Unit. Note: individuals do not need to provide a medical note or proof of negative result to return to the program.

Surveillance:

- Children, staff or Essential Visitors who have been in contact with a suspected COVID-19 case

should be monitored for symptoms (and grouped together) until laboratory tests, if any, have been completed or until directed by the Chatham-Kent Public Health Unit. Avoid other high-risk setting and vulnerable persons during this time.

End of Exclusion

Individuals who are tested:

- Children, staff or Essential Visitors who test negative COVID-19 must be excluded from the program until 24 hours after symptoms resolution. Children, staff and Essential Visitors who test negative no longer need to connect with Chatham-Kent Public Health Unit to be cleared to return to child care/school. They can now return after being 24 hours symptom free.
- Children, staff and Essential Visitors who test positive for COVID-19 must be excluded from the program for 10 days after the onset of symptoms. They must be symptom free for 24 hours and must receive clearance from the Chatham-Kent Public Health Unit prior to returning.

Individuals who are not tested:

- If a Symptomatic individual is **not tested** and does not receive an alternative diagnosis from a Health Care Professional, the symptomatic individual must isolate (including from household members) for 10 days from symptom onset and all household contacts must isolate until 14 days from their last contact with the Symptomatic individual.
- The individual must be symptom-free for 24 hours and receive clearance from the Chatham-Kent Public Health Unit prior to returning.

• COVID-19 Outbreak Management

An outbreak may be declared by Chatham-Kent Public Health Unit when:

- Within a 14-day period, there are two (2) or more laboratory confirmed COVID-19 cases in children, staff, Essential Visitors with an epidemiological link (e.g. cases in the same room) where at least one (1) case could have reasonably acquired their infection in the program.

Chatham-Kent Public Health Unit will work with the licensee to determine whether epidemiological links exist between cases and whether transmission may have occurred in the child care program.

If Chatham-Kent Public Health Unit declares an outbreak, they will determine next steps. This could include closing particular child care rooms/cohorts or the entire child care program.

- The Chatham-Kent Public Health Unit will help to determine which groups of children, staff, Essential Visitors need to be sent home or if a partial or full closure of the child care program is required.
- If the Chatham-Kent Public Health Unit determines that partial or full closure of the child care program is required, the licensee must revise the existing Serious Occurrence Report for a confirmed COVID-19 case to include information regarding the closure.

If an outbreak is declared at the child care program, the following measures must be taken:

- Consult with and follow directions from Chatham-Kent Public Health Unit 519-351-1228 ext. 2103 or 519-350-3546.
- Notify the Municipality of Chatham-Kent, Child Care and Early Years Division.

In the event of a confirmed COVID-19 case or an outbreak is declared at Adventure Hours Nursery School, Adventure Hours will follow the direction of the Chatham-Kent Public Health Unit in regards to how to communicate the information to parents/guardians and staff.

Declaring an Outbreak Over:

In consultation with Chatham-Kent Public Health Unit, the outbreak can be declared over if no new cases have occurred in 14 days from the last day of attendance of the most recent COVID-19 positive child, staff or Essential Visitor.

Surveillance:

Providers must monitor for an increase in above normal amount of illnesses among children. Ensure surveillance includes the following:

- Observe children for illness upon arrival
- Record symptoms of illness including any complaints of sore throat, headache or stomach ache
- Record date and time symptoms occur
- Record attendances and absences

Any increases in the number of ill children must be reported to Chatham-Kent Public Health Unit.

Note: Any children returning from absence due to illness from COVID-19 or contact with a confirmed case must do so under the guidance of the Chatham-Kent Public Health Unit in conjunction with the

Supervisor/Designate of Adventure Hours Nursery School.

Serious Occurrence Reporting

Child Care licensees have a duty to report suspected or confirmed cases of COVID-19 to Chatham-Kent Public Health under the Health Protection and Promotion Act.

Definition of Suspected for this purpose: If there are any staff, children or Essential Visitors in the program going for COVID-19 testing, or there are multiple children in a specific grouping that are ill.

Reporting Method: by email to Erin Courtice and Cara Robinson at erinc@chatham-kent.ca; carar@chatham-kent.ca. (Feel free to contact Erin or Cara if there are details that need to be discussed).

Include the following information:

- **Number of people (No names or personal details required)**
- **Staff, children or Essential Visitors**
- **Reason for testing (general symptoms/reason)**
- **If you have specific concerns**

Note: Notifying Chatham-Kent Public Health with these reports may not trigger any specific reaction or response – it will be used as information to help them look at the community comprehensively to spot trends, etc.

Definition of Confirmed for this purpose: If there are any staff, child(ren) or Essential Visitors has a COVID-19 test and the results are positive.

- Where schools have become aware of a **confirmed case of COVID-19** (i.e. a positive COVID-19 test result) associated with the school, they are responsible for reporting such a case, to the Chatham-Kent Public Health Unit and to the Ministry of Education through the daily reporting too, as well as associated program closures as applicable.

Previously, licensees were also required to report all suspected cases of COVID-19 to the Ministry. Currently, only where a staff, child or Essential Visitor has a confirmed case of COVID-19 (i.e. a positive COVID-19 test result), licensees must:

- Report this as a Serious Occurrence to the Ministry
- Report to the Chatham-Kent Public Health Unit and provide any materials (e.g. daily attendance records) to Public Health Official to support case management and contact tracing and other activities in accordance with all applicable legislation, including the *Municipal Freedom of Information and Protection of Privacy Act*.

Public Health Officials will determine any additional steps required, including by not limited to how to

monitor for other possible infected staff, children and Essential Visitors and the declaration of an outbreak and closure of rooms and/or entire child care program.

- If a closure is ordered by the Chatham-Kent Public Health Unit and the licensee has already submitted a Serious Occurrence Report for a confirmed case, the existing Serious Occurrence must be updated to reflect the closure.

Should additional individuals at the child care program develop a confirmed case, the licensees must either:

- Revise the open Serious Occurrence Report to include the additional cases; or
- Submit a new Serious Occurrence Report if the first has been closed.

While licensees are no longer required to report a Serious Occurrence for suspected cases; if the Chatham-Kent Public Health Unit determines that a full or partial closure is required (i.e. program room or entire child care centre must remain closed for a period of time), a Serious Occurrence Report must be submitted under the “Unplanned disruption of Service” category. Please also note there are requirements of employers to let workers know if they may have been exposed in the workplace. Please see the **guide on developing a COVID-19 workplace safety plan** for more information.

Symptoms of COVID-19

The Ministry recommends licensees refer to the Ministry of Health COVID-19 Reference Document for Symptoms which outlines the symptoms which have been most commonly associated with COVID-19.

- **Staff Safety**

Protecting Yourself and Co-Workers

The virus typically spreads through coughing and sneezing, personal contact with an infected person or touching an infected surface then face (mouth, nose or eyes).

General guidance and helpful tips to help prevent the spread of germs:

- Wear Personal Protective Equipment when in the child care facility.
- Maintain physical distancing of at least 2 meters (6 feet).
- Staff, are not to work at more than one (1) location, though they may work at another job outside of child care.
- Supervisor/designate should limit their movement between rooms, doing so when absolutely necessary.
- Supply/replacement staff should be assigned to a specific cohort so as to limit staff interaction with multiple cohorts. (Staff can be included in no more than two (2) cohorts)
- Promote good hand washing and respiratory hygiene.
- Minimize contact with people who are sick and stay at home if you are sick.
- Where possible, wear gloves when interacting with high-touch areas, using proper donning/doffing procedures.
- Change out of work clothing at the end of each shift and wash the clothing. Do not store your street clothes and work clothing in the same space unless both are clean.
- Limit the amount of face-to-face contact during work activities and limit any casual interactions that normally occur at work.
- Follow posted capacity signs in lunchrooms and break rooms and follow physical distancing practices.

• **Recommendations for the use of PPE**

- All adults in a child care setting (i.e. child care staff, and Essential Visitors) are required to wear medical masks and protective eyewear (i.e. face shields/goggles) while inside the child care facility, including hallways.
- Children aged two (2) years old to SK are encouraged but not required to wear a face mask. Children under the age of two (2) years should NEVER wear a mask (See Recommendation for the Use of PPE).
- The Ministry recognizes that some children will be unable to wear masks for medical reasons and it is expected that these will be relatively rare cases.

- Adventure Hours, with the support of the Chatham-Kent Health Unit, will consult with families on an individual basis re: the request of mask exemptions. Individual Support Plans will be created for children with masks exceptions.
- Resources are available for parents/guardians in supporting children in wearing masks and on health and safety practices for children who cannot wear masks. See: Family Tip Sheet from Holland Bloorview Kids Rehabilitation Hospital.
- Adventure Hours will supply staff with Medical Grade Face Masks and Protective Eyewear.
- The use of masks is not required outdoors for adults or children if physical distancing of at least 2 metres or 6 feet can be maintained between individuals.
- In circumstances where a physical distance of at least 2 metres or 6 feet can be maintained between individuals indoors, face masks and protective eyewear will not be required. This may include program staff cleaning toys inside while children are playing outside/not in the same room. Masks and protective eyewear must be worn at all time in hallways.

Adults such as Custodian, Electricians, Plumbers in the facility for short periods of time, can wear only a Medical Grade Mask but most social distance as much as possible.

- As program staff plan physical activities that support physical distancing, masking for children, staff and Essential Visitors for indoor settings (as well as outdoor), when physical distancing cannot be maintained will be included.
- Masks should not be worn for high intensity activity.
- Masks should be replaced when they become damp or visibly soiled.
- When wearing a mask, you should wash your hands before putting on the mask as well as before and after removing the mask. Refer to Public Health Ontario resources for how to properly wear and take off masks and eye protection.
- Perform and promote frequent, proper hand hygiene (including supervising or assisting participants with hand hygiene). Hand washing using soap and water is recommended over alcohol-based hand rub. Always use soap and water with young children. Refer to Public Health Ontario's "How to Wash Your Hands" fact sheet.
- Reasonable exceptions to the requirement to wear face masks or other PPE will be reviewed as needed for medical conditions, etc., (i.e. Government of Ontario's Guidance on Face Coverings and Face Masks)
- In the event an exemption for PPE is made for a staff, it will be documented and placed in the staff's file.

Who should not wear a mask?

Face masks should not be placed on or used by:

- Children under the age of two
- Anyone who has trouble breathing
- Anyone who has a medical condition that makes wearing a mask unsafe for their health
- Anyone who is unconscious, incapacitated or otherwise unable to remove the mask without assistance

Face Masks should:

- Fit securely to the head with ties or ear loops
- Be made of at least two layers of tightly woven material
- Be large enough to completely and comfortably cover the nose and mouth without gaping

Face Masks will not protect you from getting COVID-19. The best way to protect yourself is to:

- Minimize errands to a single trip where possible
- Avoid close contact with others and keep at least two (2) metres from others outside your household
- Wash your hands regularly (or use alcohol-based hand sanitizer if soap and water are not available)
- Practice proper cough and sneeze etiquette (i.e. sneeze and cough into your sleeve and avoid touching your eyes, nose or mouth)

How to properly use face Masks:

When wearing a face mask, you should:

- Wash your hands immediately before putting it on and immediately after taking it off (practice good hand hygiene while you are wearing the face mask)
- Make sure the face covering fits well around your nose and mouth
- Avoid moving the face mask around or adjusting it often and avoid touching the covering while using it

- Not share it with others
- Face Masks should be changed when they get slightly wet or dirty

How to properly remove or dispose of Face Masks:

When removing a face mask, you should:

- Throw it out into a lined garbage bin
- Wash your hands

Do not leave any discarded face masks in shopping carts or on the ground.

Cleaning:

If the face mask **can be cleaned**, you should:

- Put it directly into the washing machine or a bag that can be emptied into the washing machine
- Wash with other items using a hot cycle with laundry detergent (no special soaps are needed), and dry thoroughly
- Wash your hands after putting the face mask into the laundry

All face masks **that cannot be cleaned** should be thrown out and replaced as soon as they get slightly wet, dirty or crumpled.

For more information, please read the Public Health Ontario (PHO) face sheet.

Summary Do and Do Not

Do:

- Wash your hands immediately before putting on and immediately after taking off a face covering or face mask
- Practice good hand hygiene while you are wearing the face mask
- Make sure the face mask fits well around your nose and mouth
- Avoid moving the mask around or adjusting it often
- Avoid touching the face mask while using it
- Change the face mask when it gets slightly wet or dirty

Do Not:

- Share face masks with others
- Place on children under the age of two (2) years or on anyone unable to remove without assistance or who has trouble breathing
- Use plastic or other non-breathable materials as a face mask

Hand Hygiene

Hand Hygiene is a general term referring to any action of hand cleaning. Hand hygiene relates to the removal of visible soil and removal or killing of transient microorganisms from the hands. Hand hygiene may be accomplished using soap and running water or a hand sanitizer (at least 60% alcohol-based). Hand washing with soap and running water must be performed when hands are visibly soiled. **Hand washing using soap and water, wherever possible, is recommended over alcohol-based rub.** Perform and promote frequent, proper hand hygiene (including supervising or assisting participants with hand hygiene). Hand washing using soap and water is recommended over alcohol-based rub for children.

Hand Hygiene Procedure

Hands carry and spread germs. Touching your eyes, nose, mouth, sneezing or coughing into your hands may provide an opportunity for germs to get into your body or spread to others. Keeping your hands clean through good hygiene practice is one of the most important steps to avoid getting sick and spreading germs.

Ensure that employees and children are always practicing proper hand hygiene (including assisting children with hand hygiene) when hands are visibly dirty and/or after:

- Sneezing, coughing or blowing your nose
- Using the washroom
- Handling garbage
- Handling raw foods
- Outdoor play
- Toileting/diaper routine
- Handling soiled laundry or dishes
- Handling soiled toys or other items

- Coming into contact with bodily fluids
- Coming into contact with any soiled/mouthed items
- Gardening

*Also incorporate additional hand hygiene opportunities into the daily schedules

Hands should be cleaned using soap and water or hand sanitizer before and after:

- Preparing, handling, serving and eating food
- Handling animals
- Touching a cut or open sore
- Changing diapers
- Glove use
- Dispensing/handling expressed breast milk
- Before and after giving medication
- Communal sensor play activity

When hands are visible soiled, follow these steps for cleaning hands:

- Wet hands and apply soap
- Lather for at least 15 seconds. Rub between fingers, back of hands, fingertips, under nails
- Rinse well under running water
- Dry hands well with paper towel or hot air blower
- Turn taps off with paper towel (if possible)

When hands are not visibly soiled and a hand-washing station is not accessible, follow these steps for cleaning hands:

- Apply hand sanitizer (at least 60% alcohol-based)
- Rub hands together for at least 15 seconds
- Work sanitizer between fingers, back of hands, fingertips, under nails

Hand Hygiene Monitoring

To ensure that employees are using proper hand hygiene methods, Supervisor/Designate will review hand hygiene practices on a regular basis and provide feedback to employees as required.

Hand Sanitizing Information

When your hands are not visibly dirty, hand sanitizer with at least 60% alcohol-base, can be used. Hand sanitizers can only be used on children who are over the age of two (2) years and must always be used under adult supervision. Adults must ensure that the product has completely evaporated from the child's hands before allowing the child to continue their activity. Adventure Hours will not administer hand sanitizer on children in Toddler or Preschool programs.

Children under the age of two (2) years are not permitted to **EVER** have hand sanitizer applied in our program.

Glove Use

To reduce hand irritation related to gloves:

- Wear gloves for as short as time as possible
- Ensure that hands are clean and dry before wearing gloves
- Ensure gloves are intact clean and dry inside
- Gloves are single use only and must be task specific (i.e. gloves for diaper changes)

Covering Your Cough Procedure

Germs, such as influenza and cold viruses are spread by coughing and /or sneezing. When you cough or sneeze on your hands, your hands carry and spread these germs.

Keep your distance (preferably more than 2 metres/6 feet) from people who are coughing or sneezing.

Follow these steps to stop the spread of germs:

- If you have a tissue, cover your mouth and nose when you cough, sneeze or blow your nose
- Put used tissues in the garbage
- If you don't have a tissue, cough or sneeze into your sleeve **NOT** in your hands
- Clean your hands with soap and water **OR** hand sanitizer

Applying Lotion

If applying lotion (sunscreen)) to a child, gloves are not necessary. Staff will use proper hand hygiene

before and after each application.

- **Space Set-Up and Physical Distancing**

The Ministry recognizes that physical distancing between children in a child care setting is difficult and encourages child care staff and Essential Visitors to maintain a welcoming and caring environment for children.

- When setting up the place space, physical distancing of at least 2 metres must be maintained between cohorts and should be encouraged, where possible, between children within the same cohort. The following are examples of ways to encourage physical distancing:
 - Spreading children out into different areas, particularly at snack and dressing time;
 - Incorporating more individual activities or activities that encourage more space between children
 - Using visual cues to promote physical distancing
- Where two (2) cohorts are using the same indoor space (e.g. gym), each cohort will have their own assigned indoor space, separated from all other cohorts by a physical barrier. Adventure Hours will ensure that a physical barrier is in place to ensure that physical distancing of at least 2 metres between cohorts is maintained. The physical barrier will begin at the floor and reach a minimum height of 8 feet. The purpose of the barrier is to ensure the spread of respiratory droplets are not spread and reinforce physical distancing requirements between cohorts.
- In a shared outdoor space, cohorts must maintain a distance of at least 2 metres between groups and any other individuals outside of the cohort.
- Shared spaces and structures that cannot be cleaned and disinfected between cohorts should not be used.
- Recognizing that physical distancing is difficult with small children, additional suggestions include:
 - Planning activities that do not involve share objects or toys
 - When possible, moving activities outside to allow for more space
 - Avoid singing activities indoors

- When holding Toddlers, use blankets or cloths over staff/Essential Visitors clothing and change the blankets or cloths between children
- Avoid getting close to the faces of all children, where possible staff will encourage more physical space between children by:
 - Spreading children out into different areas
 - Staggering or alternating snack time and outdoor time

Additional Precautions:

- The Supervisor/Designate will complete the Operational Requirements – Childcare Re-Opening Checklist before opening and weekly thereafter as directed.
- Windows should be open whenever possible (fans) to disperse air in the Toddler and Preschool rooms.
- During snack time, staff will provide portions and serve children.
- Chairs will be positioned as far apart as possible at tables to maintain physical distancing. A table which typically had 6 chairs will now have 3 to 4 chairs.
- Staff will separate the group as much as possible (indoor and outdoor times to alternate)
- Limit the number of children in the bathroom at one (1) time. **If possible**, only one (1) child at a time.
- When changing diapers with child standing, face the child away from staff.
- Only disposable diapers and wipes will be permitted.
- Designated staff will be permitted in the kitchenette (snack preparation and cleaning of utensils/serving trays, etc.).
- Supervisor/designate will send (via phone, email or text) staff their hours for the next/following week prior to the end of the current work week. The schedule will reflect the separate cohorts and staff assigned to each. Screeners, staff walking children (“Runner”) and cleaning times for common areas will also be indicated on the schedule.

- All parent/guardian, staff/Board Meetings as well as Community Partner meetings will occur via phone, computer or in person if physical distancing is maintained.

- **Provision of Special Needs Resources (SNR)**

- Meeting the needs of children who require these services in a safe manner remains the priority. The Ministry of Education Guidance Document does not stipulate that SNR staff must limit their work to one site. Direction from Chatham-Kent Public Health Unit:
 - SNR Consultants who are strictly observing behaviour and can maintain a 2 metre physical distance during their visits can move between sites.
 - Because DSW's provide direct care/support without physical distancing, movement between sites must be limited. Schedules must be structured in a manner that movement of each DSW is limited to **two (2) sites**. All SNR staff must screen prior to entry into childcare and they must wear medical masks and eye protection during visits.
 - Movement of all SNR staff must be diligently documented.
- The Ministry recognizes that children with Special Needs and their families continue to require additional supports and services in child care settings.
- The provision of in-person Special Needs Services in child care settings should continue where appropriate. Should questions arise in respect of which service providers are permitted to enter the premises, please consult with the Chatham-Kent Public Health Unit.
- Continued work/communications with Special Needs Service Providers to explore alternative modes of service delivery where in-person delivery is not possible.
- All SNR staff must screen before entering the child care setting and must follow all health and safety measures that staff follow, including having their attendance logged, practicing proper hand hygiene, wearing a medical mask and eye protection and maintaining physical distancing as much as possible.
- Licensees and SNR Service Providers should work together to determine who will be responsible for ensuring SNR staff have appropriate PPE.
- Where SNR services are provided through external staff/service providers, licensees should inform all families of this fact and record attendance for contact tracing purposes.

Adventure Hours Nursery School

Parent/Guardian Agreement

Under Provincial direction, Adventure Hours Nursery School may operate following strict Health and Safety Protocols to prevent the spread of COVID-19 and to ensure the safety of childcare staff, children, their families and Essential Visitors.

What is COVID-19?

COVID-19 is a new strain of Coronavirus that has not been previously seen in humans. The virus can cause symptoms like the common cold but can advance, in some cases, to severe respiratory illness or even death. COVID-19 can be spread from person to person, usually after close contact with someone infected with the virus.

Health and Illness Protocol for COVID-19

Children who are ill should **NOT** attend Adventure Hours Nursery School.

To manage the risk of spreading illness within Adventure Hours, the Chatham-Kent Public Health Unit has provided direction on cleaning/sanitation protocols and personal health care practices including frequent hand washing. The Chatham-Kent Public Health Unit also recommends daily screening of all individuals entering the childcare facility beyond the Screening Station. This includes children, staff and Essential Visitors. Temperature checks will also be conducted at this time. Individuals must get a PASS on the screening to enter the program. In addition to daily active screening, all children will be monitored throughout the day for emerging signs or symptoms of illness.

COVID-19 screening results, including contact information, collected by Adventure Hours during the screening process may be provided to the Chatham-Kent Public Health Unit to help manage and reduce the risk of spreading the COVID-19 virus in the child care program.

As a Parent/Guardian, you can prevent the spread of illness by keeping your child(ren) home from the program if your child(ren) are ill.

Screening:

- To protect the health of all individuals at Adventure Hours, staff will support the arrival and pick up routine for families. A staff member at the Screening Station will complete the COVID-19 Screening for Children Entering Child Care checklist upon arrival which will include a temperature check. The child must PASS the screen before entering the child care the program past the Screening Station. See Childcare Health Screening Log.
- Once screening is completed and the child(ren) PASS, an Adventure Hours staff will escort the child(ren) to their designated room. Parents/guardians will not be permitted to enter past the Screening Station. Pick-up and drop-off of child(ren) will occur at the designated Screening Station.

Children, child care staff and Essential Visitors with **ANY new or worsening symptom** of COVID-19, must stay home until:

- They receive a negative COVID-19 test result

- They receive an alternative diagnosis by a Health Care Professional, or
- It has been 10 days since their symptom onset and they are feeling better

The Provincial Screening Tool has been updated to reflect this change and is available at <https://covid-19.ontario.ca/school-screening/>. New printed copies of the screening questions will also be available at Screening Stations for parents to reference.

Any individual that does not pass this on-site screening procedure will be asked to return home and self-isolate until they meet the criteria for return.

A staff, child and/or Essential visitor will be excluded when exhibiting any signs or symptoms of illness or if the child is unable to participate in regular programming due to illness.

Common symptoms that may be due to COVID-19 infection include one or more of the following:

- Fever (temperature of 37.8C or higher) and/or chills
- New or worsening cough or barking cough (croup)
- Shortness of breath
- Decrease or loss of smell or taste
- Sore throat or difficulty swallowing
- Runny or stuffy/congested nose (except seasonal allergies, nasal drip, etc.)
- Headache that's unusual or long lasting
- Nausea, vomiting and/or diarrhea
- Extreme tiredness that is unusual or muscle aches

*If your child(ren) experience any of the signs or symptoms listed above while at Adventure Hours, staff will contact you or one of your Emergency Contacts to pick up your child(ren) immediately. While your child(ren) waits for you or designated person to arrive, he/she will be separated from other children.

Isolation requirement for household contacts of symptomatic individuals

- All children, child care staff and Essential Visitors are now required to stay at home from child care if anyone in their household has new or worsening symptoms of COVID-19 and has been recommended for isolation and testing.
- All asymptomatic household contacts of symptomatic individuals are required to quarantine until the symptomatic household member:
 - receives a negative COVID-19 test result, or

- receives an alternative diagnosis by a Health Care Professional
- If the symptomatic individual **tests positive**, or is **not tested** and does not receive an alternative diagnosis from a Health Care Professional, the symptomatic individual must isolate (including from household members) for 10 days from symptom onset and all household contacts must isolate until 14 days from their last contact with the symptomatic individual.

End of Exclusion

Individuals who are tested:

- Children, staff and/or Essential Visitors who test negative for COVID-19 must be excluded from the child care until 24 hours after symptoms resolution. Children, staff and Essential Visitors who test negative no longer need to connect with Public Health to be cleared to go back to child care/school. They can now return after being 24 hours symptom free.
- Children, staff and/or Essential Visitors who test positive for COVID-19 must be excluded from the child care for 10 days after the onset of symptoms. They must be symptom free for 24 hours and must receive clearance from the Chatham-Kent Public Health Unit prior to returning.

Individuals who are not tested:

- If a symptomatic individual is **not tested** and does not receive an alternative diagnosis from a Health Care Professional, the symptomatic individual must isolate (including from household members) for 10 days from symptom onset and all household contacts must isolate until 14 days from their last contact with the symptomatic individual.
- They must be symptom free for 24 hours and must receive clearance from the Chatham-Kent Public Health Unit prior to returning.

As a Parent/Guardian responsible for my child(ren)'s child care placement, I agree to the following:

- I have read and understood the above information.
- I understand the risk of illness associated with placing my child(ren) in child care services.

- I agree to all screening requirements and to accurately respond to all screening questions, including the reporting of temperatures for all persons entering the centre. Misrepresentation on any screening questions, including temperatures or masking fevers with medication could result in the termination of my child care placement.
- I will not administer any medication to my child(ren) that may mask the symptoms of illness, such as Tylenol or Advil, prior to dropping my child(ren) off at Adventure Hours.
- I agree to exclude my child(ren) from Adventure Hours immediately upon observing any of the above signs or symptoms of illness until medically deemed able to return to care.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

COVID-19 Screening

Notice with Respect to the Collection, Use and Disclosure of Personal Health Information

The information pertaining to your COVID-19 Screening is being collected, used and disclosed under the authority of the Health Protection and Promotion Act R.S.O. 1990 c.H.7 and will be retained, used, disclosed and disposed of in accordance with all applicable municipal, federal and provincial laws and regulations governing the collection, use, disclosure and disposal of information including the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 c.M.5 and the Personal Health Information Protection Act 2004 S.O. 2004 c.3.

Info for Child Care Health Screeners

If a child does not PASS screening, they will not be able to receive child care.

To pass screening the following answers must be **NO** on the Child Screening Form:

Does your child have:

- **Chills**
- **Cough**
- **Fatigue**
- **Sore throat**
- **Runny nose**
- **Vomiting**
- **Diarrhea**

Does your child have a temperature?

For an Adventure Hours staff or Essential Visitor to pass screening, they must answer “NO” to the indicated questions on the Staff or Essential Visitors Screening Chart.

The following are exceptions to the above:

- If there is a pre-existing or non-infectious underlying reason for the symptom, please allow the child to pass screening, making a note in the comments and continue to monitor the child for new or worsening symptoms. (Please talk to the Supervisor/Designate in ADVANCE to complete a Medical Action Plan for your child if they have any pre-existing conditions).
- If the child is exhibiting one symptom from the “Common Symptoms” list below, they should exclude their child for 24 hours. If the child’s symptoms have improved and they are feeling better, they may return to child care after 24 hours.

When to Exclude:

Children, child care staff and Essential Visitors with **ANY new or worsening symptom** of COVID-19 must stay home until:

- They receive a negative COVID-19 test result
- They receive an alternative diagnosis by a Health Care Professional, or
- It has been 10 days since they symptom onset and they are feeling better
- The provincial screening tool has been updated to reflect this change and is available at <https://covid-19.ontario.ca/school-screening/>. New printed copies of the screening questions will also be available at Adventure Hours Screening Station for parents to reference.
- Any individual that does not pass this on-site screening procedure will be asked to return home and self-isolate until they meet the criteria to return.

Common symptoms that may be due to COVID-19 infection include one or more of the following:

- Fever (temperature of 37.8C or greater) and/or chills
- New or worsening cough or barking cough (croup)
- Shortness of breath
- Decrease or loss of smell or taste
- Sore throat or difficulty swallowing
- Runny or stuffy/congested nose (except seasonal allergies, nasal drip, etc.)
- Headache that's unusual or long lasting
- Nausea, vomiting and/or diarrhea
- Extreme tiredness that is unusual or muscle aches

Isolation requirement for household contacts of symptomatic individuals

- All children, child care staff and Essential Visitors are now required to stay at home from child care if anyone in their household has new or worsening symptoms of COVID-19 and has been recommended for isolation and testing.
- All asymptomatic household contacts of symptomatic individuals are required to quarantine until the symptomatic household member:
 - Receives a negative COVID-19 test result
 - Receives an alternative diagnosis by a Health Care Professional
- If the symptomatic individual **tests positive**, or is **not tested** and does not receive an alternative diagnosis from a Health Care Professional, the symptomatic individual must isolate (including from household members) for 10 days from symptom onset and all household contacts must isolate until 14 days from their last contact with the symptomatic individual.

End of Exclusion:

Individuals who are tested:

- Children, staff and/or Essential Visitors who test negative for COVID-19 must be excluded from the child care centre until 24 hours after symptoms resolution. Children, staff and/or Essential Visitors who test negative no longer need to connect with Public Health to be cleared to go back to child care/school. They can now return after being 24 hours symptom free.
- Children, staff and/or Essential Visitors who test positive for COVID-19 must be excluded from the child care centre for 10 days after the onset of symptoms, they must be symptom free for 24 hours and must receive clearance from the Chatham-Kent Public Health Unit prior to returning.

Individuals who are not tested:

- If a symptomatic individual is **not tested** and does not receive an alternative diagnosis from a Health Care Professional, the symptomatic individual must isolate (including from household members) for 10 days from symptom onset and all household contacts must isolate until 14 days from their last contact with the symptomatic individual.
- They must be symptom free for 24 hours and must receive clearance from the Chatham-Kent Public Health Unit prior to returning.

If COVID-19 Testing is required, parents can contact the Chatham Assessment Centre at 519-436-2256 or

online at www.assessmentbooking.ca