

Kidex Academy Reopening Policy

Vision

Kidex Academy is committed to providing a safe and healthy environment for children, families and employees. We will take every reasonable precaution to prevent the risk of communicable diseases within our location including a screening tool upon arrival

Purpose

To ensure that all staff are aware of and adhere to the directive established by Halton Region Public Health, and Children's Services Division regarding the exclusion of sick staff and/or children attending our program.

Application

This policy applies to all employees, parents/guardians, children and any others persons engaged in our program.

Procedure

Children and staff must not attend the program if they are sick, even if symptoms resemble a mild cold. As required by the Child Care and Early Years Act, 2014 (CCEYA), Kidex staff must separate children of ill health and contact parents/guardians to pick up their child immediately. When children are ill and/or exhibit COVID-19 related symptoms, staff will ensure the following:

- Symptomatic child will be separated into the designated exclusion room, and be removed from other children to be monitored by a staff until parent/guardian pick up
- Symptoms of illness will be recorded in the child's daily record and in a daily log
- The parent/guardian of the ill child will be notified to pick up their child immediately; or

- If it appears that the child requires immediate medical attention, the child will be taken to the hospital by ambulance and examined by a legally qualified medical practitioner or a nurse registered under the Health Disciplines Act. If we suspect a child has symptoms of a reportable communicable disease, (refer to Halton Child Care Health Resource), will report these immediately to Halton Region Public Health at 905-825-6000.

When to exclude

Staff and children should be excluded when there are signs and/or symptoms that are greater than normal, or if a child is unable to participate in regular programming because of illness. Common symptoms of COVID-19 include:

- Fever (temperature of 37.8°C or greater)
- New or worsening cough
- Shortness of breath (dyspnea)

Other symptoms of COVID-19 can include:

- Sore throat
- Runny nose or sneezing
- Nasal congestion
- Hoarse voice
- Difficulty swallowing
- New olfactory or taste disorder(s)
- Nausea/vomiting, diarrhea, abdominal pain.

How the child will be Excluded:

- Supervise the child in a designated room with a hand washing sink and hand sanitizer is always available

- Notify parents/caregivers of the sick child for pick up immediately
- Only one staff should be in the designated room and attempt physical distancing from the ill child maintaining a distance of 2 meters. If physical distancing of 2 meters cannot be maintained, staff should wear a mask, eye protection and gloves and should perform hand hygiene and attempt to not touch their face with unwashed hands. The ill child should also wear a mask if it is tolerated and the child is above the age of two
- Staff will not interact with others while waiting with ill child
- Staff will avoid contact with the child's respiratory secretions
- Tissues should be provided to the child for proper respiratory etiquette, with proper disposal of the tissues and proper hand hygiene
- Increase ventilation in the designated exclusion room if possible (e.g., open windows)
- Clean and disinfect the area immediately after the child has been sent home
- Items that cannot be cleaned (paper, books, cardboard puzzles) should be removed and stored in a sealed container for a minimum of 7 days
- Parents of children with symptoms to provide Kidex with doctor report after being tested.
- Contact Halton Region Public Health to notify of a potential case and seek input regarding the information that should be shared with parents of children in the child care centre
- Children or staff who have been exposed to a confirmed case of COVID-19 should be excluded from the child care centre for 14 days or until tested negative.
- Children or staff who have been in contact with a probable COVID-19 case should be monitored for symptoms and cohorted until test results, if any, have been completed or until directed by Halton Region Public Health.

Reporting:

The directions outlined below will be followed for any probable and/or confirmed cases of COVID-19:

- Notify the local Public Health unit immediately and follow all direction provided;
- Notify the Child Care Quality Assurance and Licensing Branch Regional Manager;
- Follow Halton Region Public Health's advice with respect to the appropriate process for notifying parents with children enrolled at the child care centre;

- Notify Halton Region, Manager of Direct Child Care Services; and Director of Children's Services
- Follow the regular Serious Occurrence (SO) reporting requirements (including submitting a SO report in the Child Care Licensing System and posting the SO notification form).

Cleaning and sanitizing child care centre:

- Kidex will follow local public health advice regarding best practices for cleaning and disinfecting.
- Frequently touched surfaces will be cleaned and disinfected at least twice a day as they are most likely to become contaminated (for example, doorknobs, water fountain knobs, light switches, toilet and faucet handles, electronic devices, and tabletops).
- Sheets, blanket and any other clothing will be done in the center on a daily bases.
- Staff will include the expiry dates of cleaning and disinfectant products and following the manufacturer's instructions.

Pick up and drop off procedure:

During the duration of the pandemic, the center will be open from 8:00 to 5:00

- Drop off and pick up will occur outside of the child care setting in the outdoor playground area; a staff will do the screening and then take the child to his/ her classroom. The drop off will be from 8:00am – 9:00am, no drop off after 9:00
- If the staff is busy with another parents, please maintain social distancing while waiting
- For pickup time; parents have to wait outside of the building in front of their child's room, a staff member will bring your child to you.
- Parents have to inform the registration staff in the morning about the pickup time during registration/screening process.
- If parents have to enter the center for an emergency at pick up or drop off time; they need to inform staff and only one parent can enter the facility.